



मध्यप्रदेश राजपत्र

प्राधिकार से प्रकाशित

क्रमांक 35]

भोपाल, शुक्रवार, दिनांक 26 अगस्त 2016—भाद्र 4, शक 1938

भाग ४

विषय-सूची

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|----------------------------|-------------------------------|---------------------------------|
| (क) (1) मध्यप्रदेश विधेयक, | (2) प्रवर समिति के प्रतिवेदन, | (3) संसद में पुरस्थापित विधेयक. |
| (ख) (1) अध्यादेश, | (2) मध्यप्रदेश अधिनियम, | (3) संसद के अधिनियम. |
| (ग) (1) प्रारूप नियम, | (2) अन्तिम नियम. | |

भाग ४ (क) — कुछ नहीं

भाग ४ (ख)

अध्यादेश

उच्च शिक्षा विभाग

मंत्रालय, वल्लभ भवन, भोपाल

भोपाल, दिनांक 24 अगस्त 2016

क्र. आर-349-सीसी-2016-अड़तीस.—मध्यप्रदेश निजी विश्वविद्यालय (स्थापना एवं संचालन) अधिनियम, 2007 की धारा 28 के अनुक्रम में जी. एच. रायसोनी निजी विश्वविद्यालय, छिन्दवाड़ा के प्रथम अध्यादेश क्र. 01 से 22 तक राज्य शासन के निर्देशों के अनुसार अधिनियम, 2007 की धारा 35 अनुसार प्रकाशित किया जाता है। संस्था के प्रथम अध्यादेश प्रकाशित होने की तारीख से प्रवृत्त होंगे।

प्रथम अध्यादेश क्र. 01 से 22 तक।

मध्यप्रदेश के राज्यपाल के नाम से तथा आदेशानुसार,
बीरन सिंह भलाबी, अवर सचिव।

G. H. RAISONI UNIVERSITY MADHYA PRADESH**Ordinance No. 1 of 2016****FACULTIES / SCHOOLS AND DEPARTMENTS OF THE UNIVERSITY**

1. The University shall have the following Faculties /Schools and will offer the programs in various departments as mentioned below;

Sr. No. (1)	Faculty / School (2)	Department (3)	Programs (4)
1. Faculty of Engineering and Technology	School of Engineering and Technology	Department of Civil Engineering	1. B.Tech in Civil Engineering 2. Diploma in Civil Engineering 3. M.Tech in Construction Technology Management. 4. M.Tech in Structural Engineering 5. M.Tech in Transportation Engineering
		Department of Mechanical Engineering	1. B.Tech in Mechanical Engg. 2. Diploma in Mechanical Engg. 3. M.Tech in CAD/CAM in
		Department of Mining	1. B.Tech in Mining Engg. 2. Diploma in Mining Engg.
		Department of Electrical Engineering	1. B.Tech in Electrical Engineering 2. Diploma in Electrical Engineering
		Department of Mechatronics	1. B.Tech in Mechatronics Engineering 2. Diploma in Mechatronics Engineering
		Department of Automobile Engineering	1. B.Tech in Automobile Engg. 2. Diploma in Automobile Engg.
		Department of Electronics & Communication Engineering	1. B.Tech in Electronics and Communication Engineering 2. Diploma in Electronicsand Communication Engineering. 3. M.Tech in VLSI
		Department of Computer Science & Engineering	1. B.Tech in Computer Science and Engineering. 2. Diploma in Computer Science & Engineering. 3. M.Tech in Computer Science & Engineering.
		Department of Information Communication Technology	1. B.Tech in Information Communication Technology 2. Diploma in Information Communication Technology.
		Department of Agriculture Sciences	1. B.Sc in Agriculture 2. Diploma in Agriculture Science
2. School of Natural Sciences		Department of Commerce Management	1. Bachelor of Commerce 2. Bachelor of Business Administration
3. School of Commerce &		Department of Management	1. M.B.A. General 2. M.B.A. in Logistic & Supply Chain Management. 3. M.B.A. in Banking

2. The University shall also have the ph.d. Courses in Engineering Departments and Management.

Ordinance No. 2 of 2016**Admission, Enrolment and Migration****1. DEFINITIONS**

In this Ordinance, unless there is anything repugnant in the subject or context;

- 1.1 "Equivalent" examination means an examination which has been conducted by;
 - * Any recognized Board of Higher Secondary Education, or
 - * Any Indian University/Board other than this University incorporated by any law in force for the time being and recognized by this University as equivalent to its corresponding examination.
 - * Any other foreign qualifications considered equivalent by the appropriate authority.
- 1.2 "Qualifying examination" means an examination, the passing of which makes a student eligible for admission to a particular year in a program of study leading to Bachelors, Post-Graduate Degree, Diploma or Certificate of G. H. Raisoni University (M.P.)
- 1.3 "NRI student" means a student who is an Indian passport holder or dual citizen and has passed his/her last qualifying examination abroad.
- 1.4 "International student" means a student who does not hold a valid Indian passport.

2. ADMISSION PROCEDURE :

- 2.1 Admission to various courses/programs of study at the University shall be made strictly on the basis of merit and as per the policies laid down by the University, State Government and/or the regulatory bodies in this regard from time to time.
- 2.2 Merit for admission in the University may be determined either on the basis of marks or grade in the qualifying examination and/or achievements in co-curricular and extra-curricular activities and/or on the basis of marks of grade obtained in the entrance test conducted by the University or at the State or National Level or as per the norms, if any of the Regulatory Bodies from time to time.
- 2.3 The application for admission may be accompanied by the required forms/ certificates or other documents as defined by the University for various courses/programs of study from time to time.
- 2.4 Admissions and seats for various special categories of students shall be as per the policies laid down by the State Government or the University from time to time.
- 2.5 Late admission, if any, shall be as per the policies laid down by the University and School/ Department/ College from time to time.
- 2.6 Entry level qualification for admission to various courses/programs of study at the University shall be as per the rules, regulations, procedures and norms prescribed by the University, regulatory bodies and/or State Government from time to time.
- 2.7 Lateral entry, as applicable, for various courses/programs of study at University shall be as per the rules, regulations and procedures prescribed by the University and/or regulatory bodies from time to time.
- 2.8 Admission process as framed by the University from time to time shall be applicable for admission to all courses/programs.

3. NRI & INTERNATIONAL STUDENTS :

- 3.1 The policy for the admissions of NRI and International students shall be as defined by the University for its various courses/programs from time to time.
- 3.2 International students shall follow and comply with the enrollment process and fee structure as defined by the University from time to time.

4. TRANSFER OF STUDENT :

A student may be permitted to migrate from one discipline of study to another discipline in this University or transfer credits as per the policies of the University laid down in this regard and subject to fulfillment of any other requirements & procedure laid down by the University from time to time.

5. DISCIPLINE :

- 5.1 Every student in the University shall at all times be of good behavior, show diligence in study, maintain decorum and dignity, take interest in co-curricular activities and observe all rules of discipline of the University.
- 5.2 When a student has been found guilty of breach of discipline within or outside the precincts of the University or is persistently absent, the Director of School/Dean/HoD with the approval of Vice-Chancellor, may take suitable action as per the provisions of related Ordinance or as per the directions of the Vice-Chancellor.

6. ENROLMENT OF STUDENTS :

- 6.1 A person, who has been admitted to the University as per the prescribed eligibility of a particular course/program shall be enrolled as a student of the University by the Registrar.
- 6.2 Application for enrolment as a student of the University shall be made to the Registrar in the prescribed format and shall be accompanied by prescribed documents, enrolment fees and late fees if applicable.
- 6.3 The enrolment fee and late fee, paid by a student shall be non-refundable under any circumstances.
- 6.4 No person, who is under sentence of expulsion or rustication from another University shall be admitted to any program of study during the period for which the sentence of expulsion/rustication is in operation.
- 6.5 A student who is enrolled at the University may apply for a change/correction in his/her name or surname to the Registrar of the University with the prescribed fee (non-refundable) and shall have to follow the prescribed procedure and prevailing rules and regulations as per the law and those laid down by the University in this regard from time to time.

7. MIGRATION :

Migration of students from the University to another may be granted on any genuine grounds such as completion of studies, death of parents/near relative or on medical grounds, however, the migration to professional colleges will be governed by prevailing rules and regulations of the University and/or regulatory bodies.

Ordinance No. 3 of 2016**SCHOOL OF ENGINEERING & TECHNOLOGY – BACHELOR OF TECHNOLOGY**

Whereas, it is expedient to provide an Ordinance in respect of the Degree of Bachelor of Technology (Four Year Degree Course Semester pattern), for the purpose hereinafter appearing, the Vice-Chancellor is hereby pleased to make the following Ordinance.

1. The B. Tech Degree will be awarded in the following streams, with duration of Four Years (Eight Semesters)
 1. Automobile Engineering 2. Civil Engineering 3. Computer Science and Engineering
 4. Electrical Engineering 5. Electronics and Communication Engineering 6. Information Communication Technology 7. Mechanical Engineering 8. Mechatronics 9. Mining Engineering
2. Subject to conditions prescribed by the Government from time to time, for admission to First year B.Tech. course, the candidate shall be considered eligible if he/she has Passed 12th Standard Examination of the new pattern means the 12th Standard Examination of the CBSE/ICSE/Any State Boards of India with subjects :
 - (1) English (Higher or Lower)
 - (2) Mathematics and Statistics
 - (3) Chemistry
 - (4) Physics
 - (5) Any other optional subject from out of the list prescribed by the said Secondary and Higher Secondary Education Board.

OR

 - (1) English (Higher or Lower)
 - (2) Mathematics and Statistics
 - (3) Chemistry
 - (4) Physics
 - (5) Vocational subject (Defined by the said Board as a Technical Subject)
3. Subject to the conditions prescribed by the Govt. from time to time for direct admission to the Second B.Tech. , the candidate shall be considered eligible : Passed three years Diploma in engineering with respective branch with more than 50% aggregate marks, awarded by the Board of Technical Examination of Any State of India.
4. The reservation of seats to the course of B Tech shall be as per the M P State Govt. Rules and regulations.
5. There shall be Eight Semester Pattern Examinations leading to the Degree of Bachelor of Technology.
6. The period of Academic Session shall be such as may be notified by the University.
7. The minimum duration for the course shall be four years and the maximum duration for completion of the course shall be seven years.
8. The fees for each B.Tech. Examination (Theory & Practical) shall be as prescribed by the University from time to time.
9. (i) The scope of the subjects shall be as indicated in the syllabi.
 (ii) The medium of instruction and Examination shall be English.
10. An examinee who does not pass; or who fails to present him/herself for the examination shall be eligible for readmission to the same examination/Semester, on payment of fresh fees and such other fees as may be prescribed.

11. After the examination, the Board of Examinations shall publish a result of the examinees. The results of all examinations shall be classified as per Ordinance of results of an examination.
12. The re-examination for the unsuccessful candidates shall be conducted within one month after the results. The unsuccessful candidates shall register for re-examination within 10 days of declaration of the result. The result of re-examination shall be declared in fifteen days after conduct of the re-examination.
13. Notwithstanding anything to the contrary in this Ordinance no one shall be admitted to an examination under this Ordinance, if he/she has already passed the same examinations or an equivalent examinations of any statutory University.
14. (i) The examinees who have passed in all the subjects prescribed for all the examinations of the particular branch shall be eligible for award of the Degree of Bachelor of technology in the branch concerned.
(ii) The degree in the prescribed form, shall be signed by the Vice-Chancellor.
15. B Tech degree Four years (eight semesters) course shall be governed as per All India Council for Technical Education (AICTE) rules and regulations.

Ordinance No. 4 of 2016

SCHOOL OF ENGINEERING & TECHNOLOGY –MASTER OF TECHNOLOGY (Full Time)

Whereas it is expedient to provide an Ordinance in respect to the Degree of (Master of Technology) (Full Time), for the purposes hereinafter appearing, the Vice – Chancellor is hereby pleased to make the following Ordinance.

1. The Degree of Master of Technology (Full Time) is a four semesters course.
2. The School of Engineering & Technology has M. Tech Courses in following disciplines :
M. Tech in Construction technology Management
M. Tech. in Transportation Engineering
M. Tech. in Structural Engineering
M. Tech. in CAD/CAM
M. Tech. in Computer Science & Engineering
M. Tech. in VLSI.
3. The additional courses for M. Tech. will be started by University in subsequent years.
4. An application for admission to the Degree of Master of Technology (Full Time) courses shall have passed the Degree Examination in Bachelor of Engineering/Bachelor of Technology in the branches mentioned under column No. 2 of the following table against respective course :-

TABLE

M.Tech.	B.E./B.Tech. of this University or any other statutory University
1.	2.
01. M.Tech. (Transportation Engg.)	Civil Engg./Construction Tech./Civil & Environmental Engg./Civil & water Management/ structural Engg.
02. M.Tech. (Construction Tech. & Management)	- Same as above -
03. M.Tech. (Structural Engg.)	- Same as above -
04. M.Tech. (Environmental Engg.)	- Same as above -
05. M.Tech. (Geotechnical Engg.)	- Same as above -
06. M.Tech. (Hydraulics / Water Resources Engg.)	- Same as above -
07. M.Tech. (Machine Design)	Mechanical Engg./Production Engg./Automobile Engg./Industrial Engg./Mechatronics
08. M.Tech. (CAD/CAM)	- Same as above -
09. M.Tech. (Heat & Power)	- Same as above -
10. M.Tech. (Production Engg.)	- Same as above -
11. M.Tech. (Industrial Engg.)	- Same as above -

(1)	(2)
12. M.Tech. (Integrated Power systems)	Electrical Engg./Electronics & Power Engg./ Electrical Power & Systems/ Electrical & Electronics Engg.
13. M.Tech. (Electrical Machines)	- Same as above -
14. M.Tech. (Power Systems & Power Electronics)	- Same as above - + Electronics/ Electronics & Telecommunications/ Electronics Design Technology
15. M.Tech. (VLSI)	Electronics/Electronics Communication Engg./ Electronic Design Technology
16. M. Tech. (Embedded Systems)	- Same as above -
17. M.Tech. (Communication Engg.)	- Same as above -
18. M.Tech. (Computer Sci. & Engg.)	Computer Science & Engg./ computer Technology/ Computer Engg./ Information Technology/Information Communication Technology .
19. M.Tech. (Wireless Communication)	-Same as above- + /Electronics & Communication Engg. / Electronics Design technology
5. (i) University shall hold main Examinations of Semester-I and Semester III of above mentioned Full Time Degree Courses in Winter every year.	
(ii) University shall hold main Examinations of Semester-II, and Semester IV in Summer every year.	
(iii) The period of Academic session shall be such as may be notified in Academic Calender of the concerned academic session.	
(iv) Examinations shall be held at such places and on such dates as may be notified by Board of Examinations.	
6. The minimum duration of the M. Tech. course shall be two years and the maximum duration shall be five years.	
7. Examination fees for the examination shall be as prescribed by the University from time to time.	
8. Examinees who are successful in Semester-I, Semester-II, Semester-III and Semester-IV will be awarded class and grades as per the norms of University.	
9. (i) The scope of the subject shall be as indicated in the syllabus.	
(ii)The medium of instructions and examination shall be English.	
10. After the examination, the Board of Examinations shall publish a result of the examinees. The result off all examinations shall be classified as above and branchwise merit list shall be notified.	
11. The re-examination for the unsuccessful candidates shall be conducted within one month after the results. The unsuccessful candidates shall register for re-examination within 10 days of declaration of the result. The result of re-examination shall be declared in fifteen days after conduct of the re-examination.	
12. Notwithstanding anything to the contrary, no one shall be admitted to an examination, if he/she has already passed the said examination or an equivalent examination of any Statutory University.	
13. (i) Examinees who have passed in the subjects prescribed for all the examinations of the particular branch shall be eligible for award of the Degree of Master of Technology in that branch including specialization.	
(ii) The Degree Certificate in the prescribed form shall be signed by the Vice-Chancellor.	
15. M.Tech degree two years (four semesters) course shall be governed as per All India Council for Technical Education (AICTE) rules and regulations	

Ordinance No. 5 of 2016**SCHOOL OF COMMERCE & MANAGEMENT - BACHELOR OF COMMERCE**

Whereas, it is expedient to provide an Ordinance in respect to the Degree of Bachelor of commerce (B.Com) (Three Year Degree Course, Semester pattern), for the purpose hereinafter appearing, the Vice-Chancellor is hereby pleased to make the following Ordinance.

1. Admission to the B. Com. Courses shall be done as per the reservation policy of the M. P. State Govt. Rules and regulations.
2. The Degree of Bachelor of Commerce course is of three years.
3. There shall be Six Semester Pattern Examinations leading to the Degree of Bachelor of Commerce
4. The minimum duration for the B.Com. course shall be three years and the maximum duration shall be six years.
5. The period of Academic Session shall be such as may be notified by the University.
6. The Examinations specified in the preceding paragraphs, shall be held at such places and on such dates as may be declared by the Board of examinations.
7. Subject to compliance with the provisions of this Ordinance and of other Ordinances in force from time to time, an applicant for admission to :-

The B.Com. Part-I Examination shall have:-

- (i) passed the 12th Standard Examination of Any Indian State Board of Secondary and Higher Secondary Education with English at higher or Lower level and Modern Indian Language at Higher or Lower level with any combination of optional subjects.

OR

XII Standard Examination of Any Indian State Board of Secondary and Higher Secondary Education in Vocational Stream with one language only,

OR

- (ii) been successful at the Intermediate (10+2 Pattern) Examination of the University.
8. The fee for each of the examinations shall be as prescribed by University from time to time.
9. The scope the subject shall be indicated in syllabi.
10. (a) Grades at the B.Com. Final Examination shall be declared on the basis of the aggregate marks at the B.Com. Part-I Examination, the B.Com. Part-II Examination and the B.Com. Final Examinations taken together.
- (b) Examinee who has been successful in completing all six semesters of respective degree course opted as B.Com. examinations under this ordinance will be awarded grades as per University norms.
11. As soon as possible after the examination, the Board of examinations shall publish a result of examinees.
12. The re-examination for the unsuccessful candidates shall be conducted within one month after the results. The unsuccessful candidates shall register for re-examination within 10 days of declaration of the result. The result of re-examination shall be declared in fifteen days after conduct of the re-examination.

13. Notwithstanding anything to the contrary in this Ordinance, no person shall be admitted to an examination under this ordinance, if he has already passed the same examination or an equivalent examination of any other University.
14. Examinees successful at B.Com. Part-I Examination; the B.Com. Part-II Examination, shall be entitled to receive a certificate signed by the Registrar and those passing the B.Com. Final Examinations, shall, on payment of the prescribed fees, receive a Degree in the prescribed form signed by the Vice-Chancellor.
15. The B.Com. degree course rules and regulations shall be as per University Grants Commission (UGC) guidelines.

Ordinance No. 6 of 2016

SCHOOL OF COMMERCE & MANAGEMENT – BACHELOR OF BUSINESS ADMINISTRATION

Whereas, it is expedient to provide an Ordinance in respect to the Degree of Bachelor of commerce (BBA) (Three Year Degree Course, Semester pattern), for the purpose hereinafter appearing, the Vice-Chancellor is hereby pleased to make the following Ordinance.

1. Admission to the BBA Courses shall be done as per the reservation policy of the M. P. State Govt. Rules and regulations.
2. The Degree of Bachelor of Commerce is a three years course.
3. There shall be Six Semester Pattern Examinations leading to the Degree of Bachelor of Business Administration.
4. The period of Academic Session shall be such as may be notified by the University.
5. The Examinations specified in the preceding paragraphs, shall be held at such places and on such dates as may be declared by the Board of examinations.
6. Subject to compliance with the provisions of this Ordinance and of other Ordinances in force from time to time, an applicant for admission to :—

the BBA Part-I Examination shall have:—

Passed the 12th Standard Examination of the Any Indian State Board of Secondary and Higher Secondary Education with English at higher or Lower level and Modern Indian Language at Higher or Lower level with any combination of optional subjects.

OR

XII Standard Examination of Any Indian State Board of Secondary and Higher Secondary Education in Vocational Stream with one language only.

7. The fee for each of the examinations shall be as prescribed by University from time to time.
8. The scope the subject shall be indicated in syllabi.
9. (a) Grades at the BBA Final Examination shall be declared on the basis of the aggregate marks at the BBA Part-I Examination, the BBA Part-II Examination and the BBA Final Examinations taken together.
11. Examinee who has been successful in completing all six semesters of respective degree course opted as B.Com. examinations under this ordinance will be awarded grades as per University

10. After the examination, the Board of examinations shall publish a result of examinees.
11. The re-examination for the unsuccessful candidates shall be conducted within one month after the results. The unsuccessful candidates shall register for re-examination within 10 days of declaration of the result. The result of re-examination shall be declared in fifteen days after conduct of the re-examination.
12. Notwithstanding anything to the contrary in this Ordinance, no person shall be admitted to an examination under this ordinance, if he has already passed the same examination or an equivalent examination of any other University.
13. Examinees successful at BBA Part-I Examination; the BBA Part-II Examination, shall be entitled to receive a certificate signed by the Registrar and those passing the BBA Final Examinations, shall, on payment of the prescribed fees, receive a Degree in the prescribed form signed by the Vice-Chancellor.
14. The minimum duration for the BBA degree course shall be three years and the maximum duration shall be six years.
15. The BBA degree course rules and regulations shall be as per University Grants Commission (UGC) guidelines.

Ordinance No. 7 of 2016

SCHOOL OF COMMERCE & MANAGEMENT - MASTER OF BUSINESS ADMINISTRATION

Whereas it is expedient to provide an ordinance in respect of the examinations leading to the Degree of Master of Business Administration for the purpose hereinafter appearing, the Vice-Chancellor is hereby pleased to make the following ordinance.

1. (A)(I) The Examinations leading to the Post-Graduate Degree Course in Business Administration (M.B.A.) shall be held every year at such places and on such dates as may be declared by the Vice-Chancellor.
- (II) Subject to his compliance with the provision of this Ordinance and of any other Ordinances in force from time to time an applicant for admission to the Part-I Examination of the M.B.A. Course shall have-
 - (i) Passed a Bachelor's Degree of the University or of any other Statutory University.
 - (ii) Pursued a regular course of study for not less than one Academic Year in a College or Department recognized for the purpose by the University.
2. The reservations in admission to M.B.A. courses shall be as per rules and regulations of M P State Govt.
3. An applicant for the Examination pursuing a regular course of study leading to the Degree of Master of Business Administration shall not seek admission to any other course in this University or any other University or shall not appear at any Examination of this University or any other University in the same academic session. Contravention of this shall result in cancellation of his/her admission to the course of Master in Business Administration.
4. (I) Three copies of dissertation (Printed or typewritten) shall be submitted to the University through the Supervisor of the candidate and the Head of School/Institute at least a fortnight prior to the date of commencement of the written examination.
- (II) (a) A candidate shall submit with his dissertation, a certificate from the Supervisor to the effect:-

- (i) that the candidate has satisfactorily conducted research for not less than one academic year;
 - (ii) that the dissertation is of sufficiently high standard to warrant its presentation for examination.
 - (iii) Candidate shall submit his declaration that the dissertation is the result of his own research work and the same has not been previously submitted to any examination of this University, or any other University. The dissertation shall be liable to be rejected and/or cancelled if found otherwise.
5. The scope of the subjects shall be as indicated in the syllabus.
6. An examinee who is unsuccessful at the examination shall be eligible for admission to the examination on payment of a fresh fee prescribed for the examination together with an Ex-student fee as prescribed by University and on compliance with the conditions of the Ordinance in force from time to time.
7. An Examinee who has been successful in completing all four semester M.B.A. Examinations under this ordinance will be awarded Grades as per University norms.
8. After the examination Board of Examinations shall publish a result of examinees. The result of all examinations shall be classified as per the ordinance or results of an examination.
9. The re-examination for the unsuccessful candidates shall be conducted within one month after the results. The unsuccessful candidates shall register for re-examination within 10 days of declaration of the result. The result of re-examination shall be declared in fifteen days after conduct of the re-examination.
10. Notwithstanding anything to the contrary in this ordinance, no person shall be admitted to this examination if he has already passed the same examination or an examination of any other Statutory University which has been recognized as equivalent to that examination.
11. Examinees successful at the M.B.A. Part-II Examination, shall on payment of the prescribed fee, receive a Degree in the prescribed form signed by the Vice-Chancellor.
12. The minimum duration for M.B.A. degree course shall be two years and the maximum duration shall be four years.
13. The M.B.A. degree course shall be governed as per rules and regulations of University Grants Commission (UGC).

Ordinance No. 8 of 2016

SCHOOL OF NATURAL SCIENCES - BACHELOR OF SCIENCE IN AGRICULTURE

Whereas it is expedient to provide an Ordinance in respect of Examinations leading to the Degree of Bachelor of science in Agriculture (Four Year Degree Course, Semester pattern), for the purpose hereinafter appearing, the Vice-Chancellor is hereby pleased to make the following Ordinance.

1. (i) The Degree of Bachelor of Agriculture Science is a four years (eight semesters) course.
- (ii) The minimum duration to complete the course shall be four years and the maximum duration to complete shall be seven years.
2. The Examinations specified in the preceding paragraph shall be held twice a year at such places and on such dates as may be appointed by the Vice-Chancellor.

3. Every applicant for admission to B.Sc. (Agriculture) examination shall –

(A) In case of the (B.Sc. Agriculture Part-I) Examination:- have passed not less than one academic year previously the 12th Standard Examination of Any State Board of Secondary and Higher Secondary Education, India, with English and other Modern Indian Language together with any three Science subjects comprised in the Faculty of Science or an examination recognized as equivalent thereto in such subjects and with such standards of attainments as may be prescribed:—

Provided that students passing the 12th Standard Examination of the Any Indian Board of Secondary and Higher Secondary Education and offering Vocational Stream with one language only with any one of the following Groups of subjects shall be eligible for admission to the (B.Sc. Agriculture Part-I) Course with the corresponding group of subjects as shown hereinunder:—

Student	Groups of subjects of 12 th Standard Offering Vocational Stream	Corresponding Next Higher Examination Groups of Subjects at B.Sc. Part-I		
		1.	2.	3.
I.	1. English or any Modern Language	1. Physics, Chemistry	Chemistry	Mathematics,
	2. Vocational Course of 200 Marks	2. Chemistry, Physics,	Physics,	Mathematics
	3. Physics, Chemistry, Mathematics.	3. Chemistry	Mathematics,	Statistics,
		4. Chemistry	Mathematics,	Geology.
		5. Physics,	Mathematics,	Statistics,
		6. Chemistry, Geology,	Geology,	Geography.
		7. Chemistry, Physics,	Physics,	Geography.
		8. Chemistry, Physics,	Mathematics,	Geology.
		9. Chemistry, Mathematics,	Mathematics,	Geography
		10. Physics, Mathematics,	Mathematics,	Statistics,
		11. Physics, Mathematics,	Mathematics,	Geography,
		12. Physics, Mathematics,	Mathematics,	Electronics,
		13. Physics, Mathematics,	Mathematics,	Com. Science,
		14. Statistics, Mathematics,	Mathematics,	Com. Science,
II.	1. English OR any Modern Language	1. Chemistry, Botany,	Botany,	Zoology,
	2. Vocational Course of 200 Marks.	2. Chemistry, Zoology,	Zoology,	Geology,
	3. Physics, Chemistry, Biology.	3. Chemistry, Botany,	Botany,	Geology,
		4. Chemistry, Botany,	Botany,	Geography,
		5. Chemistry, Geology,	Geology,	Geography,
		6. Chemistry, Zoology,	Zoology,	Geography,
		7. Chemistry, Fisheries,	Fisheries,	Botany,
		8. Chemistry, Fisheries,	Fisheries,	Zoology.

4. The reservations in the admission to the course shall be as per the M. P. State Govt. Rules and regulations.
5. The fee for the examination shall be as prescribed by University from time to time.
6. The medium of instruction and examination shall be English.
7. An examinee who has been successful in completing all 8 semesters of B.Sc.(Agriculture) Examinations under this ordinance will be awarded grades as per SGPA/CGPA ordinance.
8. The re-examination for the unsuccessful candidates shall be conducted within one month after the results. The unsuccessful candidates shall register for re-examination within 10 days of declaration of the result. The result of re-examination shall be declared in fifteen days after conduct of the re-examination.

9. After the examinations the Board of Examinations shall publish a list of successful examinees at the Final Examinations.
10. No person shall be admitted to B.Sc. Agriculture Part-I, B.Sc. Agriculture Part-II, B.SC. agriculture Part – III and B.Sc. Agriculture Final Examinations, if he has already passed the corresponding or an equivalent examination of any other Statutory University.
11. Successful examinees at the (B.Sc. Agriculture Part-I Part-II and part – III Examinations shall be entitled to receive a Certificate signed by the Registrar, and successful examinees at the B.Sc. Agriculture Final Examination, shall on payment of the prescribed fees, receive a Degree in the prescribed form signed by the Vice-Chancellor.
12. The B.Sc. Agriculture degree course shall be governed by the rules of Indian Council for Agricultural Research (ICAR).

Ordinance No. 9 of 2016

SCHOOL OF ENGINEERING & TECHNOLOGY - DIPLOMA IN ENGINEERING

Whereas, it is expedient to provide an Ordinance in respect of Examinations leading to the Diploma in Engineering (Three Year Diploma Course in Engineering, Semester pattern), for the purpose hereinafter appearing, the Vice-Chancellor is hereby pleased to make the following Ordinance.

1. The Examination Leading to the Diploma Course in Engineering shall be held twice a year at such places and on such dates as may be declared by the Vice-Chancellor.

Subject to compliance with the provision of this Ordinance and of any other ordinances in force from time to time, an applicant for admission to the first year diploma in engineering shall have passed at least:

- (i) 10th standard Examination of the new pattern, means the 10th standard examination of CBSE/ ICSE/Any State Board of India with subjects English, Other Languages, Science, Mathematics, Social Sciences etc.

For admission to direct second year diploma in engineering, the applicant must have passed:

- (ii) 12th standard examination with English, Physics, Chemistry, Mathematics and any one vocational subject. OR

- (iii) 12th standard examination with English and Minimum Competency Vocational Courses (MCVC). OR

- (iv) Who has completed Industrial Training Institute (ITI) course after 10th standard in any trade.

However, candidates seeking admission to direct second year diploma courses shall have to appear for some of the first year subjects examinations which would be specified by the Board of examinations as per their admission status on any of the above three criteria.

2. The Diploma in Engineering will be awarded in the following streams, with duration of Three Years (Six Semesters)
 1. Automobile Engineering 2. Civil Engineering 3. Computer Science and Engineering
 4. Electrical Engineering 5. Electronics and Communication Engineering 6. Information Communication Technology 7. Mechanical Engineering 8. Mechatronics 9. Mining Engineering
3. The fee for the examination shall be as prescribed by the University from time to time.
4. The reservations in the admission to diploma in engineering courses shall be as per the M. P. State Govt. Rules and regulations.

5. The minimum duration for the course shall be three years and the maximum duration shall be six years.
6. The scope of the subjects shall be as indicated in the Syllabus.
7. An examinee who is unsuccessful at the examination shall be eligible for admission to the examination on payment of a fresh fee prescribed for the examination together with an Ex-student fee prescribed and on compliance with the conditions of the Ordinance in force from time to time.
8. An examinee who has failed at the sessional examination only shall be required to register himself afresh for doing the sessional work again in the respective Department of Polytechnic in the subject or subjects in which he so failed, on payment of a fresh annual sessional fee prescribed by University. Such registration shall be done on or before the prescribed date at the end of which his sessional marks are to be submitted. The Head of Department shall, on being satisfied about the completion of the sessional work of such a candidate send the fresh sessional marks to the University and these fresh sessional marks shall be taken into consideration for computing his result at the examination.
9. An examinee who has been successful in completing all six semesters of diploma in engineering examinations under this ordinance will be awarded grades as per University norms.
10. After the examination, the Board of Examinations shall publish a result of examinees within one month.
11. The re-examination for the unsuccessful candidates shall be conducted within one month after the results. The unsuccessful candidates shall register for re-examination within 10 days of declaration of the result. The result of re-examination shall be declared in fifteen days after conduct of the re-examination.
12. A successful examinee completing all the six semesters of diploma shall receive a Diploma, in the prescribed form, signed by the Vice-Chancellor.
13. The diploma in Engineering course shall be governed as per rules and regulations of All India Council for Technical Education (AICTE).

Ordinance No. 10 of 2016

DIPLOMA IN AGRICULTURE

Whereas, it is expedient to provide an Ordinance in respect of Examinations leading to the Diploma in Agriculture (Three Year Diploma Course in Agriculture, Semester pattern), for the purpose hereinafter appearing, the Vice-Chancellor is hereby pleased to make the following Ordinance.

1. The Examination Leading to the Diploma Course in Agriculture shall be held twice a year at such places and on such dates as may be declared by the Vice-Chancellor.

Subject to compliance with the provision of this Ordinance and of any other ordinances in force from time to time, an applicant for admission to the first year Diploma in Agriculture shall have passed at least:

(iv) 10th standard Examination of the new pattern, means the 10th standard examination of CBSE/ ICSE/Any State Board of India with subjects English, Other Languages, Science, Mathematics, Social Sciences etc.

2. The reservations in the admission to diploma in agriculture course shall be as per the M. P. State Govt. Rules and regulations.
3. The minimum duration for the course shall be three years and the maximum duration shall be six years.

4. The fee for examination shall be as prescribed by the University from time to time.
5. An examinee who is unsuccessful at the examination shall be eligible for admission to the examination on payment of a fresh fee prescribed for the examination together with an Ex-student fee prescribed and on compliance with the conditions of the Ordinance in force from time to time.
6. An examinee who has been successful in completing all six semesters of diploma in Agriculture examinations under this ordinance will be awarded grades as per SGPA/CGPA Ordinance.
7. The Board of Examinations shall publish a result of examinees within one month after the examination.
8. The re-examination for the unsuccessful candidates shall be conducted within one month after the results. The unsuccessful candidates shall register for re-examination within 10 days of declaration of the result. The result of re-examination shall be declared in fifteen days after conduct of the re-examination.
9. A successful examinee completing all the six semesters of diploma shall receive a Diploma, in the prescribed form, signed by the Vice-Chancellor.
10. The diploma in Agriculture course shall be governed by Indian Council for Agriculture Research (ICAR).

Ordinance No. 11 of 2016

DOCTOR OF PHILOSOPHY (PH.D.) (As per UGC guidelines)

Whereas, it is expedient to provide an ordinance in respect of Eligibility criteria and procedure for registration of candidates, allotment of supervisors / guides and research topics, Submission of thesis and its evaluation for the award of degree of Doctor of Philosophy, for the purpose hereinafter appearing the Vice-Chancellor is hereby pleased to make the following Ordinance :—

Subject to the compliance with the requirements of this Statute, an applicant fulfilling the following criteria shall be eligible for registration for the award of Ph.D. Degree of the university:

- (a) Has passed Post Graduate Degree (Master's Degree) Examination of the University or an equivalent degree of any other university recognized thereto; in concerned subject, with at least 50% marks or equivalent Grade Point Average (GPA);

OR

Is having a Post Graduate Degree and is holding a post in the rank of Assistant Director or its equivalent post or above and working in National Laboratories / Institutes / Government and nominated /sponsored by the respective employer.

Explanation: Person who has obtained a Master's Degree of any Statutory Indian University and working outside India and holding a post equivalent to Assistant Director or above shall also be included in this category;

AND

- (b) Has a valid score in Ph.D. Entrance Test (PET), consisting of the test or tests conducted by the University, as per the rules framed by the University in this regard.

(1) INTER DISCIPLINARY RESEARCH

Application for research in inter-disciplinary areas from applicants belonging to a faculty or subject other than the faculty or subject in which research is proposed to be done shall be permissible on the basis of the proven ability and aptitude of the researcher for such kind of research. Such proposal shall be referred to the Board of interdisciplinary studies. On examination, the Board shall send the proposal to the concerned RRC, depending on the major component of the research for registration.

(2) VALIDITY OF RESULT OF PET

The candidate who has been declared to be successful in the Ph.D. Entrance Test of the university shall be eligible to submit his application for registration for Ph.D. within a period of 18 months from the date of result of his Ph.D. Entrance Test (PET).

(3) ALLOTMENT OF RESEARCH GUIDE/CO-GUIDE:

A candidate shall complete a course work of 6 months consisting of his subject area and research methodology course and shall appear at the examination on this course work. The candidate shall pass the examination and then only he shall become eligible to become a registered Ph. D. Candidate. An eligible candidate shall approach the Place of Research, i.e. the department of the University, where he intends to do the research work. On the basis of number of seats available with the approved Ph.D. Guides, the available specialization with the Ph.D. Guides and the research interest of the candidate, the guide shall be allotted by the committee consisting of Head of Department, Dean/Director of that particular School/Institutions and the Vice-Chancellor.

The modality regarding conduct of meetings of the committee, preparation of list of guides, vacancies with individual guides, their specialization and any other matter shall be such as laid down by the University.

While granting admission to candidates for Ph.D. programme, due attention shall be paid to the State Reservation Policy.

In case certain facilities of research do not exist in the jurisdiction of the University, the candidate may be permitted by the Guide and Head of the Place of Research to carry out his research work at an Institution approved by any Statutory University or Central/State Government, outside the jurisdiction of the University for such period as may be approved by the Research and Recognition Committee (RRC). In such case, the co-guide or coordinator from that place may be permitted by RRC.

(4) PROCEDURE FOR ADMISSION/ REGISTRATION

- (i) After allotment of guide, an eligible applicant seeking admission to the Ph.D. programme shall apply for registration to the University, on line, in the prescribed form . The hard copy of the on line application form along with the registration and other fees, as may be prescribed by the University from time to time, and the supporting documents shall be submitted to the University, endorsed by the allotted guide, through the Head, G H Raisoni University (M.P.) place of research, if any, as granted by RRC, on any working day of the University. The date of submission of the application form to the University shall be considered as the date of registration subject to the approval, with or without modifications, by Research and Recognition committee. However, where deficiencies in application for registration have been communicated by the University to the candidate, the candidate shall remove the deficiencies, by complying with the directions issued by the University in this regard, within the period of thirty days. Where the candidate fails to remove the deficiencies within thirty days but does so within one year from the date of said communication of the University, the date of registration shall be deemed to be the date on which the deficiencies have been completely removed. On failure of the candidate to remove the deficiencies within one year from the date of above said communication of the University the application for registration shall lapse and the candidate shall be required to apply for new registration as per the rules for registration existing on that day. The University shall not be liable to the candidate for the lapse of his application for registration under this clause.
- (ii) The applicant shall submit to the University the application for registration along with seven copies of synopsis, duly signed by the guide, of his proposed research work.
- (iii) Every application for registration shall be placed for consideration before the Research and Recognition Committee of the concerned subject, constituted as per Statute. The Research and Recognition Committee (RRC) shall take decision either to accept or reject the research topic on the basis of the submitted synopsis and also the personal interview /presentation by the candidate. The RRC may accept the research topic subject to suitable modifications. The decision of Research and Recognition Committee shall be final. After acceptance of the application by the RRC, the

candidate shall be treated as a registered Ph.D. candidate. The concerned guide may be invited during the interview/ presentation by the candidate, if deemed fit by the RRC.

- (iv) The last date for submission of application for Ph.D. registration shall be 15th January and 15th July of every calendar year. All the applications received on or before these dates shall be placed before the Research & Recognition Committee and the meeting of the Research & Recognition Committee shall be called as far as possible, within 60 days from the last date of application for registration of Ph.D..
- (v) After approval of application by Research and Recognition Committee, the particulars of the candidate, title of research work, research guide and place of work shall be displayed on the website of the University, within a period of one month, as far as possible.
- (vi) If a candidate desires, he may be permitted to partially modify the title and or the plan of the approved research work by the concerned Research and Recognition Committee. The proposal for partial modification, however, should be recommended by the guide and Head of the Place of Research.
- (vii) Once a candidate has been registered for any Ph.D. programme of the University, he shall not be allowed to be registered simultaneously for any other research degree programme of this or any other University in India or abroad. The breach of this condition shall result in automatic cancellation of registration in this University.

(5) TENURE OF REGISTRATION

The registration of a candidate shall be valid and shall remain in force for a period of 5 years from the date of registration and shall stand cancelled automatically on expiry of the said period of 5 years.

Provided that on the recommendation of the guide and also the head of the place of research an extension upto maximum period of 18 months may be permitted. The decision for extension, however, shall be taken by the relevant Research and Recognition Committee. In case Research & Recognition Committee is not in existence for any reason, the powers may be exercised by the Vice-Chancellor. The application for extension of the period of registration under this clause shall be submitted at least 3 months prior to the date of expiry of registration. The decision to extend the period as above shall be taken and communicated within the period of 60 days. On failure to take decision and communicate it by the university it shall be deemed that the extension has been granted. In no circumstances, however, second extension shall be permitted. Therefore, on expiry of the extended period of registration the candidate shall be required to apply for registration afresh following the new procedure.

(6) CANCELLATION OF REGISTRATION AND ITS CONSEQUENCE

A. Cancellation of registration:- The registration of a candidate for the Ph.D. programme may be cancelled in the following manner;

- (a) Voluntary Cancellation :— The candidate can opt for voluntary cancellation of his Ph.D. registration. In such event the application duly signed by the candidate and duly endorsed by the Guide and Head of Place of Research shall be submitted to the Controller of Examinations. The candidate shall personally appear before the Controller of Examinations and shall submit a declaration of cancellation under his signature. The Controller of Examinations shall then endorse the declaration of the candidate contained in his application and forward it to the relevant RRC. The registration shall stand cancelled from the date of acceptance of the application by the RRC.
- (b) Cancellation for misconduct:—If a candidate after registration, during the course of research work, is found to be guilty of commissions and omissions amounting to misconduct like indiscipline, dereliction of duties, unbecoming behaviour, insubordination etc., the registration shall be cancelled by the relevant RRC by way of punishment on the receipt of report from the Guide and the Head of Place of Research work.

Provided that the Head of Place of research work before submitting report to the University shall grant an opportunity to the candidate for submitting his explanation and shall conduct such enquiry as deemed necessary.

Provided also that the involvement of the candidate in a criminal offence involving moral turpitude shall be treated to be a misconduct and registration shall be cancelled with immediate effect on his/her conviction by the Competent Court. In such case there shall be no requirement of offering opportunity of being heard before cancellation of the registration.

(c) Cancellation for failure to abide by the provision of this ordinance and/or Rules framed by the University:—

The registration provision of a candidate committing breach of provision of this ordinance and/or Rules framed by the University shall be cancelled by the Controller of Examinations on receipt of the report from the Guide and the Head of Place of Research and the approval from Research and Recognition Committee.

Provided that the Head of Place of Research shall before submitting report to the University shall provide opportunity to the candidate to submit his explanations.

B. Consequence of cancellation of registration.—Where the candidate whose registration has been cancelled as above has received scholarship /financial assistance from funding agencies like UGC, CSIR, DST, University etc., the amount so received shall be recovered from the candidate and shall be promptly returned by the candidate to the funding agency. Where the funding agency happens to be the G H Raisoni University (M.P.) interest at the Rate of 18% may be charged by the university to the candidate on failure to return the amount within a period of 3 months from the date of cancellation of the registration. The university may take appropriate steps for recovery of the said amount from the candidate.

(7) SUPERVISION

(A) GUIDE

Candidate shall be required to complete his/her doctoral research under the supervision of allotted recognized guide. In specific cases co-guide /second supervisor may also be permitted for justified reasons. The concerned Research & Recognition Committee may allow change of guide on production of a 'No Objection Certificate' from the earlier allotted guide and an acceptance letter from the new guide. In case of such a change, the candidate shall work for a minimum period of one calendar year under the new guide before he submits the thesis. The requirement of 'No Objection Certificate' shall not be necessary if the candidate justify (ies) the non- availability of his earlier allotted guide. The justification will have to be endorsed by the Head, place of research.

(B) Maximum number of researchers at places of research

The maximum number of researchers in the University's post graduate teaching departments, which are also places of research, shall not exceed fifty.

(C) Maximum students per Supervisor

At any given time no Ph.D. supervisor shall have more than ten researchers working under him. Out of these ten researchers there shall not be more than four researchers in any other University. In other words at any given time a research supervisor can have four researchers from any other University in India and six from the G H Raisoni University. A vacancy with a supervisor shall occur as soon as a candidate registered under him submits Ph.D. thesis as per the provision of this Ordinance.

(D) Redressal of disputes

In case of a dispute between a candidate and his guide or a co-guide, the committee, consisting of the following members, shall examine the matter and report to the Vice-Chancellor;

- (i) Dean of the concerned faculty (Chairman),
- (ii) Nominee of the Vice-Chancellor,
- (iii) The Head, place of research (If the complaint is against the Head or the Dean, he/she shall not participate in the proceedings of the meeting. In that case, additional member/s may be nominated by the Vice-Chancellor)

The report shall include, among other things, specific recommendations of the committee. Based on the recommendations of the committee the Vice-Chancellor may issue appropriate directions. The decision of the Vice-Chancellor shall be final and binding on the parties.

(8) COURSE WORK

- (a) After having been applied to the Ph.D. programme, every candidate shall have to undertake a research methodology course work of duration of minimum one semester, consisting of sixty hours, to be treated as pre Ph.D. preparation.
- (b) Every candidate will have to appear to the three hours duration paper in the concerned subject of his Ph.D. topic. The RRC will examine the candidate for his subject knowledge. The candidate has to score at least 50 marks out of 100 to clear this subject. On passing the subject paper and completing the research methodology course work, the candidate shall be eligible to register for his research work for Ph. D.
- (c) Every registered candidate shall present progress seminar on his research work i the month of December and June, i.e. twice a year. RRC shall appoint an outside expert for evaluating this seminar.
- (d) The centres of the course work, the intake capacity of the centre, allotment of candidates to the centres, the syllabus of the course, teaching scheme and scheme and place of examination, and its certification shall be such as may be prescribed by the University through notification issued by the University.

(9) PROGRESS REPORT

Every registered candidate shall submit to the Controller of Examinations of the University, through guide, the progress report of his research after every six months in the prescribed form. If a candidate fails to submit three consecutive reports his registration may be cancelled by the relevant Research and Recognition Committee on recommendation of the guide.

(10) SUBMISSION AND EVALUATION OF THESIS

(A) SUBMISSION OF THESIS:- The Submission of thesis shall be on the following terms and conditions.

- (i) Every candidate registered for Ph.D. shall be allowed to submit his thesis only twenty four months (if done full time) and thirty six months (if done part time) after the date of his registration determined as per para (9) of this ordinance he has completed course work, as per the requirement of para (13), before registration for Ph.D. A full time candidate will be allowed to submit the summary of his thesis twenty two months and a part time candidate will be allowed to submit summary of his thesis & thirty four months from the date of registration. The summary should contain introduction, chapter wise brief account of the work done and overall conclusions.
- (ii) At least three months before the date of submission of the summary of the thesis each candidate shall give a pre-submission seminar. The seminar shall be arranged by the Head of the place of research, on the request of the candidate duly endorsed by the guide. The seminar shall be attended by the Head, place of research, the guide, an outside expert, other research guides or teachers in the related subjects at the place of research and other Ph.D. researchers.

The conduction of the seminar should be duly certified by Head, place of research, and the research guide and an outside expert.

- (iii) Suitably incorporating the discussions and suggestions made in the pre submission seminar, the candidate shall submit to the Controller of Examinations ten copies of the summary of his thesis through his guide within three months from the date of seminar.
- (iv) It shall be mandatory for the researcher to publish at least two research papers, relating to his topic of Ph.D. research, in the peer reviewed research journal, before submission of the Ph. D. thesis and the researcher shall submit the copy of the published papers along with the Ph.D. thesis.
- (v) The candidate shall be allowed to submit his thesis after completion of a period of two months and before six months from the date of submission of the summary, failing which the candidate will have to pay the fine prescribed by the University from time to time for late submission. Late submission of the thesis may be allowed up to the completion of one year from the date of submission of the summary or till the expiry of the registration period, whichever is earlier.
- (vi) Five copies of the thesis shall be submitted in compact bound form along with a soft copy (CD), through his guide and Head of the Place of Research.
- (vii) The final thesis shall be presented in accordance with the following specifications:
 - (a) The paper used for printing shall be of A4 Size.
 - (b) Printing shall be in a standardized form on both sides of the paper and with one and- half spacing.
 - (c) A margin of one-and-a half inches shall be on the left hand side.
 - (d) The title of the thesis, name of the university, name of the concerned subject in which thesis is submitted (like Economics, Political Science, Physics, chemistry etc.) name of the concerned faculty, name of the candidate, name of the guide and co-guide, wherever appointed, month and year of thesis submission shall be printed on the title page and the front cover. (For specimen see an
- (viii) The thesis shall include a Certificate of the guide and a Declaration by the candidate that the work reported in the thesis has been carried out by the candidate himself and that the material from other sources, if any, is duly acknowledged. The thesis should also be accompanied by the certificate of pre-submission seminar issued by guide and Head, Place of Research.
- (ix) The thesis shall be written in English, except where it relates to foreign or other Indian Languages. In the Faculty of Science, Law, Engineering and Technology, Medicine the thesis shall invariably be written in English only.

(B) APPOINTMENT OF REFEREES

- (1) On receipt of the copies of the summary of the thesis the same shall be placed before the relevant Research and Recognition Committee, as soon as possible, for recommending panel of referees, for evaluation of the thesis, comprising of not less than six referees in an alphabetical manner with their full addresses, e-mail addresses, telephone numbers, mobile numbers and pin code for correspondence. The RRC while recommending the panel of referees may take into consideration the names of experts suggested by the guide.

Provided firstly, that the RRC shall recommend the panel in such a way so as to include at least two referees within the State, but out of the jurisdiction of this University and at least four referees outside the State or outside India, if available

Provided secondly, that if the referees within the State are not available the panel shall be recommended so as to have all the referees outside the State of Madhya Pradesh.

Provided thirdly, that if language of thesis is Hindi and referees are not available out of the state or outside India, the panel shall be recommended so as to have all referees within the Madhya Pradesh.

(2) In terms of the resolution of the Board of University Teaching and Research the Research and Recognition Committees of the University may recommend to the committee appointed by the University, a panel of referees for evaluation of the thesis. The said committee shall prepare the list of referees in order of preference, category-wise as mentioned above, for being finally appointed by the Board of Examinations.

(C) EVALUATION

- (1) The thesis shall be evaluated by three referees (hereinafter external referees) out of which atleast two shall be out of Madhya Pradesh for all the faculties, subject to the compliance of provision in second and third in clause (B) above.
- (2) After the candidate has submitted the copies of thesis and Board of Examinations has appointed category-wise referees the Controller of Examinations shall, preferably within one week from the date of appointment of referees as per Clause (B) above, request the first referee from each of the categories mentioned in proviso 1st of sub clause (1) of clause (B) of para 15 on the list to communicate within 15 days their willingness to examine the thesis. Copy of the summary of the thesis submitted by the candidates shall be sent to the referees alongwith the request letter. If the referee fails to communicate his acceptance/ willingness within 30 days from the date of dispatch of the first invitation letter, Controller of Examinations shall send the invitation letter to next referee in the list. If the referee fails to convey his acceptance within 15 days, Controller of Examinations shall send a reminder to the referee to send the acceptance letter immediately.

Where the referee has accepted to examine the thesis, the Controller of Examinations shall forward the thesis to him within one week after receipt of letter of acceptance and shall request the referee to submit the report within 45 days from the receipt of the thesis.

- (3) The external referees shall independently send their reports in the prescribed format to the Controller of Examinations within forty-five days from the date of receipt of the thesis. If the referee fails to do so, the Controller of Examinations shall end a reminder immediately after the expiry of the said period and request him to submit the report within thirty days. If the concerned referee fails to comply even within the extended period the Controller of Examinations shall cancel his appointment and invite the next referee from the approved list to evaluate the thesis.
- (4)
 - (i) As soon as reports of two referees have been received those shall be placed before the Vice-Chancellor by the Controller of Examinations. The reports shall be opened and if both the referees have recommended acceptance of the thesis the process for conduct of open viva-voce test shall be initiated immediately notwithstanding that the report of the third referee has not been received. If one of the two referees whose reports have been received has either rejected or suggested revision of the thesis then further steps for conduct of the open viva-voce shall be taken only after report of the third referee has been received by the University.
 - (ii) The viva-voce shall be conducted by the atleast one of the external examiners. After the satisfactory viva-voce test the candidate shall become eligible for the award of Ph.D. Degree.
 - (iii) If the external referees by majority do not approve the thesis, then the candidate shall not be eligible for award of Ph.D. Degree.
 - (iv) If the referees by majority recommended revision of the thesis, then the candidate shall submit revised thesis (five copies) within 12 months from the date of the communication by the University and the revised thesis shall then be sent to original referees who have suggested revision and it will be subjected to the process of evaluation and conduct of viva-voce test as prescribed above. The referees recommending revision must state the reasons for this.

opinion and also must clearly indicate the direction in which he desires the thesis to be revised.

- (v) If out of the three referees, one has recommended the acceptance of thesis, the second has recommended rejection and the third one has recommended revision then the following procedure shall be followed:

The thesis shall be sent back to the candidate alongwith the recommendations of the referee, who has suggested revision. The candidate shall resubmit the thesis, within a period of 12 months, revised in terms of the recommendations of the referee. Thereafter, the revised thesis shall be sent back to the referee who had recommended the revision of the thesis. If the thesis is accepted by the referee then the candidate shall be declared to have become eligible for appearing in the open viva-voce test.

- (vi) The guide of the candidate shall be the internal referee for open defence. In case of a candidate working independently defence shall be conducted by the external referee only.

- (5) After ascertaining that the reports are favourable , Controller of Examinations shall arrange the viva and the defence of the thesis on the earliest date suitable to the examiner/s and the Head of the Place of Research who will act as Chairman. In case the Head of the place of research is not available he shall nominate senior research guide as Chairman for the defence. The Controller of Examinations shall make the reports available to the Head of Place of research/ Chairman a day before the date of the viva. In case of any difficulties, the Dean of the concerned faculty shall take appropriate decision.

(11) VIVA-VOCE AND OPEN DEFENCE OF THE THESIS

- (1) The day, date, time and the place for the viva voce and the open defense of the thesis shall be notified by the Controller of Examinations preferably eight days in advance. Normally the viva voce and the open defence of the thesis shall be arranged in the University. However, in exceptional cases, the Vice-Chancellor may permit the viva-voce to be conducted at a different place.
- (2) The open defence of the thesis shall take place in presence of guide (internal referee), atleast one external examiner and the Head, place of research who shall jointly evaluate the performance of the candidate. In case of any difficulty, Dean of the concerned faculty shall take the appropriate decision.
- (3) The referees present for the viva-voce and the open defense of the viva-voce of the thesis shall submit to the Controller of Examinations their final report in written form duly signed by them, immediately after the open defence is over, alongwith the copy of the thesis, through the Chairman of the Viva-voce, about the award of Ph.D. degree.
- (4) In case the defence is not satisfactory the referees may unanimously recommend with reasons that a fresh viva-voce and open defense of the thesis be organized within a period of not less than one month. If the defence is still not-satisfactory the committee would record the reasons for the same and refer it to Board of Examinations for consideration.
- (5) The result shall be officially declared by the Controller of Examinations within eight days from the date of the receipt of the favourable report on the defence of the thesis.

(12) DEPOSITORY WITH UGC

- (1) Following the successful completion of the evaluation process and announcements of the award of Ph.D. Degree, the University shall submit a soft copy of the Ph.D. thesis to the UGC, within a period of thirty days, for hosting the same in INFLIBENT accessible to all Institutions/ Universities.
- (2) The University shall issue a provisional certificate certifying to the effect that the Degree has been awarded in accordance with the UGC Regulations 2009 issued by the UGC as per the Notification dated 1st June 2009 and published in Gazette on 11th July, 2009.
- (13) The Ph.D. degree shall be conferred on the candidate in the ensuing convocation of the university

Ordinance No. 12 of 2016**TEACHING LEARNING PEDAGOGY****1. Teaching Days**

The numbers of actual teaching days for diploma/degree programs shall not be less than 180 in an academic year (90 days in a semester) or as prescribed by the respective regulatory body from time to time.

- 2.**
 - i. Teaching learning methods for all the programs shall include class room teaching, assignment, viva voce, lab work, seminar, project work, summer training, field work, presentation, group discussion etc.
 - ii. For better support to the students in conjunction with the traditional approaches, modern approaches based on information and communication technologies for teaching/learning will be adopted, these may include online teaching learning, material availability, webcasting, podcasting, online chatting with teachers, online discussion forums, E-learning, Open Course Wares, Open Education Resources etc.
 - iii. The teaching hours will include the hours spent by the student for skill training at industry premises, mock retail store, mock bank, industrial workshops, Centre of Excellence etc.
- 3.**
 - i. Teaching learning will focus on hands on practical training. Each concept taught in theory will be followed by its application in the real world. The learning will organized to integrate practical training into day to day lectures. The curricula itself will be designed be to competency based, with clearly defined learning outcomes, in line with the industry needs.
 - ii. Teaching learning methods for all the programs shall include class room teaching, assignment, viva-voce, lab work, skill training, seminar, project work, summer training, internships, field work, presentation, group discussion etc.
 - iii. For better support to he students in conjunction with the traditional approaches, modern approaches based on information and communication technologies for teaching/learning will be adopted, these may include online teaching learning, material availability, webcasting, podcasting, online chatting with teachers, online discussion forums, E-learning, Open Course Wares, Open Education Resources etc.
 - iv. Specialized skill training labs will be established to provide practical training to students. The students will also trained by the industry in the Centres of Excellence comprising industry relevant machinery. Mock Retail store, Mock bank, Financial Plaza and other such facilities will be established in collaboration with industry to provide real-life exposure to the students, enabling them to become job ready.
- 4.** Skill Assessment – An important component of evaluation system shall be the skill assessment of students. For each module, within the program there shall be a skill set clearly defined.

Ordinance No. 13 of 2016**AWARD OF DEGRESS, DIPLOMAS, CERTIFICATE & OTHER ACADEMIC DISTINCTIONS & MINIMUM QUALIFICATIONS**

The degrees will be awarded to the students who have successfully completed their program/course of study, at the annual convocation.

The degrees shall be signed by the Vice-Chancellor.

The minimum qualification and the means to be adopted for granting the degrees, diplomas and certificates and other academic distinctions shall be decided by the statutory bodies of the University from time to time.

Ordinance No. 14 of 2016

INCENTIVE MARKS FOR N.C.C., N.S.S. GAMES & SPORTS & OTHER EXTRACURRICULAR ACTIVITIES OF STUDENTS

Whereas, it is expedient to frame an ordinance in respect of addition of incentive marks for participation in N.C.C, N.S.S., Games and Sports & other extra-curricular activities to examination marks of university students for the purpose hereinafter appearing, the Vice—

1. Notwithstanding anything to the contrary in any of the ordinances for undergraduate examinations in any faculty except the Post-Degree Examinations such as B.Ed., B.P.Ed., LL.B., B.Lib. etc incentive marks for N.C.C, N.S.S., Games and Sports & other extra-curricular activities shall be awarded to the University students in undergraduate examinations in all the faculties as per Appendix to this Ordinance.
2. A student may be given a maximum of 15 incentive marks under any or all of these activities.
3. These incentive marks shall be added to the examination marks as provided in para 6 below before application of relevant provisions of Ordinance relating to condonation of deficiency of Marks for passing an examination.
4. (i) Incentive marks shall be added to the examination marks in a subject or subjects in which the student falls short of pass marks provided such marks added are not more than 5 percent of the total marks assigned to the subject/paper/practical whichever, is a head of passing.
(ii) These may be added to the total marks of a candidate in case there is no shortage below pass marks in any subject.
(iii) These may be added both for making up short fall below pass marks in a subject or subjects and/or be added to the total marks.
5. Incentive marks obtained by University students in the session immediately preceding the main examination shall be added on the basis of a list & certificate in prescribed form to be sent by the Head of the Department before one month preceding the start of such examination.

APPENDIX

Award of incentive marks for participation in N.C.C, N.S.S., Games and Sports & other extra-curricular activities, maximum to be awarded 15 marks.

		Marks
(I)	a) Participation in N.C.C. for the whole year	5
	b) Passing B. Cert. Examination	2
	c) Passing C. Cert. Examination	2
	d) Selection of Republic day parade	3
(II)	a) Participation in N.S.S. for whole year (120 Hours)	5
	b) Participation in N.S.S. for whole year with one camp.	6
	c) Participation in N.S.S. for whole year with 2 camps.	7
(III)	a) Participation in Inter Department University tournaments or events (University level)	3 (per event)
	b) Participation in Inter University tournaments events	5 (per event)
(IV)	a) Participation in cultural activities such as Debates, Dramas, Music Competitions, etc at the centres recognized by the University	3 (per activity)
	b) Inter University Participation in the above activities	4 (per activity)
(V)	Donation of Blood each time	3 (Maximum 5 marks)
(VI)	Collection of vital & other Statistics required by State Government \ as per Government Scheme	5
(VII)	Home Guard	
	a) Participation in Home Guard	3
	b) Participation and Camp	5
	Participation of Non-N.S.S. Student in	

(VIII)	PROGRAMME FOR FUNCTIONAL LITERACY (MPFL) by way of making at least ONE person functionally Literate	5
(IX)	Participation in ROTARACT Club activity	5
	As a President of the Club	2
	As a Secretary of the Club	2
	As a executive Member	1

Ordinance No. 15 of 2016

Bequests, Donations, Endowments and Transfers for Award of Fellowships, Scholarships,

Stipends, Medals and Prizes

Whereas, it is expedient to provide an ordinance in respect of Bequests, Donations, Endowments and Transfers for award of fellowships, scholarships, stipends, medals and prizes, for the purpose hereinafter appearing, the Vice-Chancellor is hereby pleased to make the following Ordinance :—

1. (1) The Board of Management may accept any bequest, donation, Endowment or transfer of any movable or immovable property, if the cash value of such property is, in the opinion of the Board of Management, sufficient for the purpose for the bequest, donation, endowment or transfer is intended to be made:
 Provided that no bequest for an award for a post graduate examination shall be less than that of a gold medal.
- (2) Where the bequest, donation, endowment or transfer is for the purpose of establishing a fellowship, scholarship, studentship, medal, prize or any other reward of a recurring character, the Board of Management, in the case of bequest, may, and the party making the donation, endowment or transfer in case other than bequest, shall, if the Board of Management so requires, convert the same into a security described under section 20 of the Indian Trusts Act, 1882. Money received in cash for an endowment shall be invested by the Board of Management in any of aforesaid securities.
- (3) Where a bequest, donation, endowment, or a transfer of immovable property is given for any specific purpose and the Board of Management is of the opinion that the property is adequate for giving effect to the purpose, it may accept the same and shall not be entitled to use it for any purpose other than the purpose of the bequest, donation, endowment or transfer as the case may be.
4. The cash value of the bequest, donation, endowment or transfer referred to in paragraph 3 (1) shall be as follows :—
 - (i) In the case of Fellowships or Research Scholarships not less than Rs. 3,00,000/-.
 - (ii) In the case of scholarships for Under-graduate courses not less than Rs. 10,000/- and in the case of Scholarships for Post-graduate courses not less than Rs.1,50,000/-.
 - (iii) In the case of Gold Medals and Studentships not less than Rs.1,50,000/-.
 - (iv) In the case of prizes by way of contribution by Donors, Silver Medal or other rewards, not less than Rs.75,000/-.
 - (v) In the case of lecture series not less than Rs.1,00,000/-.
5. All offers of bequests, donations, endowments or transfers, the management and administration where of is to be vested in the University shall be accepted on condition that the annual realization there from shall be subject to the deduction of 10 percent, thereof for administration purposes and 25 percent thereof shall be credited to the main corpus and the amount realized by such annual deduction shall be credited to the General Fund of the University at the commencement of every financial year.

2. (1) The bequest, donations, endowments and transfers shall be administered by regulation.
- (2) In administering a bequest, donation, endowment, or a transfer, the Board of Management may consult the Donor and Academic Council, where necessary and as far as possible give effect to the wishes of the Donor and the recommendations of the Academic Council.

Ordinance No. 16 of 2016

THE CONDUCT OF UNIVERSITY EXAMINATIONS

Each faculty/school/Institute /department/centre shall be responsible for the overall superintendence of assessments, evaluation and examination as well as monitoring them for smooth and fair conduct. The University may, from time to time make, alter or modify rules and procedures for the conduction of examinations, assessments and evaluations on recommendations of various authorities and academic bodies.

Director/Dean of faculty/school, Head of the Department / Institute shall ensure conduct of University assessments & examinations in fair manner and be free from any malpractices abd the results are declared within the prescribed time schedule. The University shall ensure that all results are declared online within prescribed time schedule.

All arrangements for the conduct of examinations, evaluation, moderation shall be made by the University or concerned Head in accordance with the rules and regulations framed by the University from time to time.

Ordinance No. 17 of 2016

EXAMINATION FEES

The examination fees and other related fees shall be included in the program / course (academic) fees as prescribed by the University from time to time. The University may charge separate fees as backlog examination fees, revaluation fees, reexamination fees, practical fees, late fees etc. as prescribed by the University from time to time.

The examination fees for the students of various schools and various courses, for International students shall be as. prescribed by the University from time to time.

Ordinance No. 18 of 2016

DISCIPLINE OF THE STUDENTS

Whereas, it is expedient to provide an ordinance in respect of provision regarding disciplinary action against the students, of G H Raisoni University (M.P.), for the purpose hereinafter applying, the Vice-Chancellor is hereby pleased to make the following ordinance:—

1. All powers relating to discipline and disciplinary action in relation to the students of the University Schools and Institutions maintained by the University, shall vest in the Vice-Chancellor.
2. The Vice-Chancellor may, by order, delegate all or any of his power as he deems fit, to such other officer as he may nominate on that behalf.
3. The Vice-Chancellor may, in the exercise of his powers, by order, direct that any student or students be expelled or rusticated for a specified period, or be not admitted to a course or courses of study in a school or institution of the University for a specified period, or be punished with fine, not exceeding one thousand rupees or be debarred from taking an examination or examinations conducted by the school or institution maintained by the University for a specified period not exceeding five years or that the result of the student or students concerned in the examinationin which he or they have appeared be cancelled.

Provided that, the Vice-Chancellor shall give reasonable opportunity to the student connected of being heard, if expulsion is for a period exceeding one year

4. Without prejudice to the powers of the Vice-Chancellor, heads of University, Schools or Institutions shall have authority to exercise all such powers over the students in their respective charge as may be necessary for the maintenance of proper discipline.
5. The Vice-Chancellor shall subject to the approval of the Board of Management make regulations of discipline and proper conduct for students of the University which shall also apply to the students of all its university schools or institutions and every student shall be supplied with the copy of such regulation.
6. The heads of schools or institutions maintained by the university may, make such supplementary regulations of discipline and proper conduct, not inconsistent with the regulation made by the Vice-Chancellor, as they think necessary and these shall be published in the school or institution prospectus. Every student shall be supplied with a copy of such supplementary regulation.
7. At the time of admission, every student shall sign a declaration to the effect that he submits himself to the disciplinary jurisdiction of the Vice-Chancellor and the other officers and authorities or bodies of the University and the authorities or bodies of the school or institutions and shall observe and abide by the regulations made by the Board of Management in that behalf and in so far as they may apply, the supplementary regulations made by the heads of University schools and institutions.

Ordinance No. 19 of 2016

Norms for Granting Recognition to Schools/Institutions of Higher Learning and Research

Whereas, it is expedient to provide an Ordinance in respect of Norms for granting recognition to schools/institutions of Higher learning and research, for the purpose hereinafter appearing, the Vice-Chancellor is hereby pleased to make the following Ordinance :—

1. The School/Institution actively conducting research or specialized studies, desirous of seeking recognition shall apply to the Registrar of the University (M.P.) in the prescribed form as may be prescribed.
2. The applicant School/Institution shall furnish the detailed information regarding :—
 - (a) The personnel in the School/Institution.
 - (b) The subjects and courses of studies for which recognition is sought.
 - (c) Infrastructure including accommodation, equipment and number of students for whom the provision has been made.
 - (d) The manpower in terms of permanent staff, visiting or honorary staff including those recognized for guiding research by the University along with their teaching/research experience, evidence of research work carried out at the School/Institution, publications made and books published.
3. The Registrar shall place the application before the Board of University Teaching and Research for its consideration.
4. The Board of University Teaching and Research May call for such additional information as may be deemed necessary.
5. The Board of University Teaching and Research shall appoint three-member-committee consisting of Expert(s) in the field of specialized study conducted by the applicant Institution for which recognition is sought.
6. The school/institution desirous of getting recognition as a research School/Institute shall fulfill the following conditions :

- (a) **Physical Facilities** :- The applicant School/Institution shall have land and building for administrative office, rooms for instruction, seminar and spacious accommodation for Scientists/ Supervisors.
- (b) **Laboratory** :- The School/Institution shall have a well equipped Laboratory with all relevant advanced equipment(s)/apparatus including tools required for conducting research/practicals as per requirement of the field of specialization / research.
- (c) **Library** :- The School/Institution Library shall have requisite number of books in the field(s) of specialization and shall also be a regular subscriber of national and international journals for the particular subject(s) / field(s) of specialization. It shall have Reading Room facilities for staff and the students with proper furniture and other associated Infrastructural facilities.
- (d) **Staff** :- The School/Institution shall have adequate specialized academic, technical and non-teaching staff. It shall have atleast one fulltime Professor, two fulltime associate Professor and three fulltime Assistant Professor per subject of specialization. It should have guide(s) to supervise the research carried out in the field(s) of specialization. In addition, there may be visiting/honorary staff as per Rules.

In case of non-teaching School/Institution/Laboratories, the personnel structure with the corresponding academic qualifications and teaching / research experience shall be computed so that recognition in terms of Adjunct Professor / Associate Professor / Assistant Professor could be given by the University as the case may be. Such a recognized guide shall also be guiding such number of candidates as may be fixed by the University from time to time.

- (e) **Financial Status**:- The School/Institutions shall have sufficient financial resources, so as to meet all the requirements for its continued maintenance including futuristic expansions.
7. The School/Institution applying for recognition of the research shall give an undertaking that they shall abide by all the Directions / orders issued by the Vice-Chancellor and other officers of the University, in exercise of the powers conferred on them under the appropriate provision of the Act, Statutes, Ordinances, Regulations made thereunder.
8. The Expert Committee constituted by Board of University Teaching and Research shall visit the applicant School/Institution on a scheduled day and submit its report to the Registrar including its recommendation in regard to grant of recognition as Adjunct Professor / Associate Professor / Assistant Professor as provided in the statute to the staff in the non-teaching Institution / Laboratory, if any. The Board of University Teaching and Research then shall consider the report and place its recommendation thereon for the consideration and approval of the Academic Council. Recognition so granted by the Academic Council in any case shall not exceed a period of five years.
9. The University shall have the power to withdraw the recognition granted to the School/Institution upon due enquiry in case the norms for recognition of the School/Institution included in this Ordinance is/are violated.

Ordinance No. 20 of 2016

Hostel Accommodation for Students

Whereas, it is expedient to provide an Ordinance in respect of Hostel Accommodation for Students, for the purpose hereinafter appearing, the Vice-Chancellor is hereby pleased to make the following Ordinance :-

1. The University may be to provide the hostel facility only to a limited number of students. The University has prepared rules for hostel facility/accommodation for students. The conditions for providing hostel facility may be as under.

GENERAL

- (a) These rules may be called as the Rules for hostels of the G H Raisoni University (M.P.)
- (b) These rules shall be applicable to all the hostellers of the University.
- (c) The rules for hostel and discipline shall be as prescribed by the University from time to time.

ADMISSION

1. The admission of students to hostels shall follow the rules and regulations laid down by the m.p. State Govt., and of the G H Raisoni University.
2. Application for admission to hostel shall be made on the prescribed form available at hostel office on payment of fees as prescribed. The duly filled application form shall reach to Registrar before the prescribed date.
3. Incomplete or wrongly filled application forms shall not be considered.
4. Applicant for hostel admission shall furnish a character certificate from the head of the institute/college last attended along with applications.
5. After an application has been admitted or readmitted he/she shall be allotted a accommodation by the warden.
6. Erstwhile hostellers seeking readmission shall also apply for admission subject to clearance of no dues of previous year if any.
7. No student who has failed or dropped out in the examination or warned for any action shall be readmitted to the hostel.
8. The parents of the student shall submit all documents to the Registrar.
9. Hostel rooms shall have to be vacated during summer vacation for maintenance.
10. Students shall not be allowed to keep any furniture other than provided by the hostel in their rooms without prior permission of the warden.
11. Music systems/Radio/TV shall not be allowed in the rooms.
12. Students shall cooperate in keeping the hostels and their surroundings clean by not disposing of garbage and waste materials here and there but in dustbins at designated places.
13. Hostellers shall be responsible for the security of their own property.
14. In case of any emergency during the night, the hostellers shall contact the hostel warden.
15. Rules regarding use of hostels, vacating hostel rooms, discipline, security etc. shall be as prescribed by the University from time to time.

FEES & OTHER CHARGES

16. Hostellers shall pay a fee and charges as prescribed by the University from time to time.

CANTEEN

17. The facility of mess/canteen shall be provided by the University on payment of applicable charges.
18. Cooking shall strictly be prohibited in the hostel.
19. Every hosteller may be required to pay monthly mess charges in advance as notified by the University.

ATTENDANCE

20. Attendance shall be taken in hostel every evening at an appointed time. Absence without prior information to warden shall be an act of misconduct. The warden shall adversely deal with any attempt of proxy or wrong entry in the attendance register.

HOSTEL COMMITTEES

21. Various committees for overall supervision, discipline and maintenance of hostel shall be constituted as and when required by the University

Ordinance No. 21 of 2016**Manner of Co-Operation and Collaboration with Other Universities and Institutions of Higher Education**

Whereas, it is expedient to provide an Ordinance in respect of Manner of Co-operation and collaboration with other Universities and institutions of higher education, for the purpose hereinafter appearing, the Vice-Chancellor is hereby pleased to make the following Ordinance :-

1. The manner of co-operation and collaboration with other Universities and Institutions of higher education shall be as mentioned below :
 - (a) Co-operate or Collaborate with any other University, Institution, Authority or Organization for research and advisory services;
 - (b) For such purposes to enter into appropriate arrangement with other Universities, Institutions, Authorities or Organizations to conduct certain courses as the situation may demand;
 - (c) Undertake academic collaboration programmes with Universities and institutions abroad with the approval of the State Government;
 - (d) Receive funds for collaboration programmes from foreign agencies subject to rules and regulations of the Central Government and State Government on this behalf;
 - (e) Undertake development programmes in higher education, research, consultancy based project and training programmes for outside agencies by charging fees, so as to generate resources;
 - (f) Promote in co-operation with other Universities the study of Hindi and the use of Hindi as a medium of instruction, study, research and examination;
 - (g) Promote in co-operation with other Universities or Organizations, the study of foreign languages in general and Asian languages in particular.
 - (h) Promote better interaction and co-ordination among, different Universities by all such means generally to improve the governance of the University and facility provides for higher education.
2. Memorandum of understanding in respect of co-operation and collaboration with other Universities, Institutions, authorities or organization shall be approved by the Governing Body on the recommendation of the Board of Management and signed by the Registrar on behalf of the University.
3. Board of Management may take decision in the situation of violation of the provisions if any of the memorandum of understanding.

Ordinance No. 22 of 2016**ANTI -RAGGING MEASURES**

Whereas, it is expedient to provide an Ordinance in respect of Provision Regarding Disciplinary Action Against the Students Involved in Ragging, for the purpose hereinafter applying, the Vice-Chancellor is hereby pleased to make the following Ordinance:-

1. Every student of the University who is involved in Ragging activities as explained below will be liable for disciplinary actions by the Anti – Ragging Committee as per the rules & regulations formed by the University in this regard from time to time.
 - a) Any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student.

- b) Indulging in rowdy or undisciplined activities by any student or students which causes or is likely to cause annoyance, hardship, physical or psychological harm or to raise fear or apprehension thereof in any fresher or any other student.
- c) Asking any student to do any act which such student will not in the ordinary course do and which has the effect of causing or generating a sense of shame, or torment or embarrassment so as to adversely affect the physique or psyche of such fresher or any other student.
- d) Any act by a senior student that prevents, disrupts or disturbs the regular academic activity of any other student or a fresher.
- e) Exploiting the services of a fresher or any other student for completing the academic tasks assigned to an individual or a group of students.
- f) Any act of financial extortion or forceful expenditure burden put on a fresher or any other student by students.
- g) Any act of physical abuse including all variants of it; sexual abuse, homosexual assaults, stripping, forcing obscene and lewd acts, gestures, causing bodily harm or any other danger to health or person;
- h) Any act or abuse by spoken words, emails, post, public insults which would also include deriving perverted pleasure, vicarious or sadistic thrill from actively or passively participating in the discomfiture to fresher or any other student.
- i) Any act that affects the mental health and self-confidence of a fresher or any other student with or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any fresher or any other student.

The Anti-Ragging Committee shall take an appropriate decision, in regard to punishment or otherwise, depending on the facts of each incident of ragging and nature and gravity of the incident of ragging established in the recommendations of the Anti-Ragging Squad as per the Rules & Regulations formed by the University in this regard from time to time.

भाग ४ (ग)
अन्तिम नियम
प्रथम परिनियम
उच्च शिक्षा विभाग
मंत्रालय, बल्लभ भवन, भोपाल
भोपाल, दिनांक 24 अगस्त 2016

क्र. आर-348-सीसी-2016-अड़तीस.—मध्यप्रदेश निजी विश्वविद्यालय (स्थापना एवं संचालन) अधिनियम, 2007 की धारा 26 के अनुक्रम में जी.एच. रायसोनी निजी विश्वविद्यालय, छिन्दवाड़ा के प्रथम परिनियम क्र. 01 से 35 राज्य शासन के निर्देशों के अनुसार अधिनियम, 2007 की धारा 35 अनुसार प्रकाशित किया जाता है। संस्था के प्रथम परिनियम प्रकाशित होने की तारीख से प्रवृत्त होंगे।

प्रथम परिनियम क्र. 01 से 35.

मध्यप्रदेश के राज्यपाल के नाम से तथा आदेशानुसार,
बीरन सिंह भलावी, अवर सचिव.

G H RAISONI UNIVERSITY, M.P.
STATUTES
STATUTE 1 : SHORT TITLE, SCOPE AND COMMENCEMENT

The "Statutes" means the Statutes of G H RAISONI UNIVERSITY, Madhya Pradesh.

(1) These Statutes shall come into force with effect from the date of the notification in the state Gazette.

(2) The Statutes are in conjunction with the provision of the Madhya Pradesh Niji Vishwavidyalaya (Sthapana Avam Sanchalan) Adhiniyam, 2007. If there be any difference in the provisions of the Act or the Rules and the Statutes, the provision of the Act or the Rules shall prevail.

(3) Nothing in these Statutes shall be deemed to debar the University from amending the Statutes subsequently according to the provision of Section 27 of the Act, and the amended statutes, if any shall be applicable with immediate or retrospective or prospective effect, from such a date as prescribed in the notification.

STATUTE 2 : DEFINITIONS

In these Statutes unless the context otherwise requires,

- (1) "Act" means the "Madhya Pradesh Niji Vishwavidyalaya (Sthapana Avam Sanchalan) Adhiniyam 2007".
- (2) All words and expressions used herein and defined in the Act and the Rule shall have the meaning respectively assigned to them in the Act and the Rules.
- (3) 'Academic Council' means the Academic Council of G H Raisoni University;
- (4) "Academic Year" means a period of nearly twelve months, devoted to completion of requirements specified in the scheme and curriculum of the concerned course(s) and apportioned into "terms" as stipulated in the Ordinance.
- (5) 'Administrative Officer' means an officer looking after the day-to-day administrative work of G H Raisoni University;

- (6) 'Below Poverty Line family' means a family whose income is below the poverty line as specified by the State or Central Government, from time to time;
- (7) 'Board' means, the Board of Management of the G H Raisoni University;
- (8) "Board of Studies" Means the Board of Studies of the University departments / faculties.
- (9) 'Chancellor' means Chancellor of G H Raisoni University;
- (10) 'Chief Finance and Accounts Officer' means the Chief Finance and Accounts Officer of G H Raisoni University;
- (11) "Convocation" means the convocation of the University;
- (12) "Course(s)" means prescribed area(s) or course(s) of study or programme(s) and / or any other components(s) leading to the conferment or award of degree, diploma, certificate or any other academic distinction or title of the University.
- (13) "Dean" means, Head of an academic Institution;
- (14) "Decided by the University / University may decide / Decision of the University" means as decided by the Vice - Chancellor with the approval of the Chancellor.
- (15) 'Department' means, Department of Studies and includes a Centre of Studies of G H Raisoni University in the main campus;
- (16) "Employee" means any person working on the payroll of the University.
- (17) 'Endowment Fund' means endowment fund (An investment fund set up by an institution in which regular withdrawals from the invested capital are used for ongoing operations or other specified purposes, as prescribed in the Adhiniyam 2007) of G H Raisoni University;
- (18) "Executive Committee" means Executive Committee of the Sponsoring Body.
- (19) "Faculty" means Faculty of the University listed in Statute No. – 15
- (20) 'Fee' means the collection made by G H Raisoni University from the students by whatever means it may be called;
- (21) 'Governing Body' means the Governing Body of the G H Raisoni University.
- (22) 'Higher Education' means study of curriculum or course for knowledge beyond 10+2 level;
- (23) 'Hostel' means a unit of residence for students of the University maintained or recognized by the University in accordance with the provisions of the Statutes;
- (24) 'Main Campus' means the main campus of G H Raisoni University situated in school of studies as prescribed in Adhiniyam 2007 and where the main office of the University is located;
- (25) 'National Council of Assessment and Accreditation' means an statutory bodies of autonomous institution of the University Grants Commission, situated at Bhopal;
- (26) 'Ordinances' means Ordinance of G H Raisoni University;
- (27) 'Other Backward Classes' means, the communities, castes and tribes notified by the State Government from time to time;

- (28) 'Pro-Vice Chancellor' means, Pro-Vice Chancellor of G H Raisoni University listed in Statue No. – 35.
- (29) 'Qualification' means Degree or Diploma or any other qualification awarded by G H Raisoni University;
- (30) 'Registrar' means the Registrar of G H Raisoni University as listed in Statute No.– 07;
- (31) 'Regulatory Commission' –means the Madhya Pradesh Private University Regulatory Commission established under the section 36 of the Madhya Pradesh Act, 2007.
- (31) 'Regulatory Council' - As defined in Section 2(1)(V) of Act 2007 & as amended in 2013;
- (32) "Regular Education" means and includes delivering instruction, teaching, learning, education, and related activities directly by the teacher synchronously to students in the classes supported by teaching, learning and related activities on line from the campus to the regular students of the University.
- (32) "Regulation" means regulation of the University.
- (33) "Rules" means the "Madhya Pradesh NijiVishwavidyalaya (SthapanaAvamSanchalan) Rules, 2008".
- (34) "Scheme and Curriculum" means and includes nature, duration, pedagogy, syllabus, eligibility and such other related details (by whatever name it may be called) for the concerned course(s) of the University.
- (35) 'Scheduled Caste' means the Scheduled Castes notified under Article 341 of the Constitution of India.
- (36) 'Scheduled Tribes' means the Scheduled Tribes notified under Article 342 of the Constitution of India.
- (37) 'School of Studies' means an institution maintained by G H Raisoni University as a place of higher learning and research in the campus.
- (38) 'State Government' shall mean, the Government of the State of Madhya Pradesh;
- (39) 'Teacher' means, as per UGC Act, a Professor, Reader, Lecturer or a person known by any other designation who is required to impart education or to guide research or to render guidance to the students for pursuing a course of study at G H Raisoni University .
- (40) 'The Adhiniyam' means, the Madhya Pradesh NijiVishwavidyalaya (SthapanaAvamSanchalan) Adhiniyam , 2007 (Madhya Pradesh Act 17 of 2007) and as amended time to time;
- (41) 'The University' means a University established or incorporated by or under State Act;
- (42) The terms "he", "him" and "his" include the feminine gender also.
- (43) 'UGC' means University Grants Commission, a statutory body of the Government of India through an Act of Parliament for the coordination, determination and maintenance of standards of university education in India, established in November 1956.
- (44) 'Vice Chancellor' means the Vice Chancellor of G H Raisoni University;
- (45) 'SPONSORING Body' means the G H R Sons Educational & Medical Research Foundation, Nagpur
- (46) 'Visitor'as prescribed in the Act 2007, means the Visitor of G H Raisoni University, i.e. His Excellency, the Governor of the State of Madhya Pradesh;
- (47) Words and expressions used but not defined in the Statutes shall have the meaning assigned to them in The Adhiniyam.

STATUTE 3 : SEAL OF THE UNIVERSITY

(1) The University shall have a common seal to be used for the purposes of the University and the design of the seal shall be as decided by the University, subject to further changed or amendment as deemed necessary for time to time.

(2) The University may also decide to make and use such Flag, Anthem, Insignia, Vehicle Flag and other symbolic or graphic expression, abbreviations or likewise, for such purposes as deemed necessary for time to time, and which are not of such nature that are not permitted by the State or the Central Government.

STATUTE 4 : OBJECTS OF THE UNIVERSITY

Apart from the objectives of the University described in section 3 of the Act, the University shall also have the following objectives;

(1) To collaborate with other universities, Research Institutions, Government and Non-Government Organisation towards fulfillment of the University objectives.

(2) To provide instructions, teaching and training in higher education, vocational and professional education and make provisions for research, innovation advancement and dissemination of knowledge.

(3) To create higher levels of intellectual and innovative abilities.

(4) To establish state of the art facilities for education, training and research.

(5) To carry out training and research and offer continuing education programmers.

(6) To create centres of excellence for research and development and for sharing knowledge and its application.

(7) To provide consultancy to the industry and public organizations.

(8) To establish main campus in Madhya Pradesh and to have study centres at different places in India and foreign countries.

(9) To establish new institutions and courses as per the need of the community.

(10) To award degrees, diplomas, certificates and other academic distinctions on the basis of examinations or any other method of evaluation.

(11) To maintain standards of the degrees, diplomas, certificates and other academic distinctions in accordance with the norms laid down by UGC and related Regulatory Bodies or Councils.

(12) To collaborate with other Universities, Research Institutions Government and Non-Government organizations towards fulfillment of objectives of University.

(13) To provide meaningful learning opportunities to students of India and overseas.

(14) To set up collaborative provisions with foreign/international Universities to enable students of the University to leverage the advantages of faculty and students exchange, dual degree options and semester abroad programmes.

(15) To pursue any other objectives as may be approved by the Sponsoring Body (G H R Sons Educational & Medical Research Foundation, Nagpur).

(16) To ensure that academic distinctions are not lower than those laid down by the All India Statutory Bodies.

(17) Other objectives as mentioned in the original Daft.

STATUTE 5 : APPOINTMENT, TERMS, CONDITIONS AND POWERS OF THE CHANCELLOR

(1) In accordance with the Act, the Chancellor shall be appointed by the sponsoring body for a period of five years with the approval of the Visitor. The Executive Committee of the sponsoring body shall, by simple majority, finalize the name of the Chancellor. The Secretary/President of the Sponsoring Body shall submit the resolution of Governing Body the name, along with Biodata of the proposed Chancellor, to the Principal Secretary, Higher Education Department, Govt. of Madhya Pradesh. The Department will obtain verifications from concerned Collector and Superintendent of Police regarding good moral conduct of the person to be appointed as Chancellor. Once verification is received, the department will take administrative approval of the Minister and thereafter sent to coordination for approval from Chief Minister and finally to the Visitor for approval. After due approval from the Visitor, the proposal will be forwarded to Department of Higher Education who shall issue necessary order for appointment of Chancellor of University by the Sponsoring Body.

(2) The Chancellor shall exercise powers as specified in Section 16 of the Act.

(3) The Chancellor shall hold office for a period of five years and shall be eligible for reappointment with the approval of visitor following the procedures laid down above under clause (1) of this statute:

Provided that the Chancellor shall notwithstanding the expiring his term, continue to hold his office until either he is reappointed or his successor enter upon his office.

(4) In case of an emergency like illness, absence or death of the Chancellor, the Vice-Chancellor shall perform his duties till the Chancellor reassumes his office or the new Chancellor is appointed. However, this period will not exceed six months.

(5) It shall be the duty of the Chancellor to ensure that the Act, the Rules, the Statutes, the Ordinances and the Regulations are faithfully observed.

(6) The Chancellor shall exercise general control over the affairs of the University.

(7) The Chancellor shall be entitled to receive honorarium, expenses and allowances as may be decided by the Sponsoring Body.

(8) In a special meeting called for the purpose, the Executive Committee of the Sponsoring Body may consider a "No Confidence Motion" against the Chancellor and, if passed by two third majority can recommend to the Visitor for the removal of the Chancellor.

(9) The Chancellor may be writing under his hand addressed to the Visitor, resign his office. The Sponsoring Body Chairman shall forward his resignation to the visitor and after Visitor's approval, shall accept his resignation and propose a new name to the visitor as per clause (1) of this statute.

STATUTE 6 : APPOINTMENT, TERMS, CONDITIONS AND POWERS OF THE VICE - CHANCELLOR

1. Appointment

The Vice.—Chancellor shall be appointed by the Chancellor from THE PANEL RECOMMENDED BY THE SELECTION COMMITTEE constituted for the purpose.

b. The selection committee referred to in clause (i) above shall consist of the following members, namely:

1. The two academicians nominated by the sponsoring body and

2. One eminent person nominated by the State Govt.
 - c. The Chancellor shall appoint one of the members of the selection committee as chairman.
 - d. The selection committee shall submit a panel of at least three (3) eminent academicians for the appointment of Vice – Chancellor.
 - e. Provided that if the Chancellor does not approve the recommendation of the selection committee, he /she may call for fresh recommendation from the selection committee through due process mentioned above.
 - f. Not notwithstanding anything contained in the foregoing subsection, the Chancellor may appoint the first Vice-Chancellor for a period of two years to conduct the affairs of the University.
 - g. The Vice-Chancellor shall, subject to the provision contained in clause (1) above, hold office for a term of four years.
 - h. Provided that a Vice-Chancellor shall continue to hold the office even after expiry of his/her term till a new vice-Chancellor joins, however, in any case, this period shall not exceed six months.
 - i. Provided that on the expiry of his /her term, the Vice-Chancellor shall be eligible for reappointment of one more term. The proposal for reappointment of the Vice-Chancellor shall be considered by the Governing Body at least three months before the expiry of his/her term, and if approved by the Governing Body, the proposal be sent to the Chancellor for his/her approval. After Chancellor's approval, the Vice- Chancellor will be reappointed by the Chancellor for another term.
 - j. Provided further that, in case of an emergency like illness, long absence, resignation or death of a Vice-Chancellor, the Chancellor shall assign the duties of the Vice-Chancellor to an appropriate person. However, this period of interim arrangement shall not exceed more than six months.
 - k. The Vice-Chancellor shall receive pay and other allowances as decided by the Sponsoring Body from time to time.
 - l. The Vice.—Chancellor may by writing under his/her addressed to the Chancellor, resign his/her office.
 - m. If at any time upon representation, made or otherwise, it appears to the Chancellor that the Vice- Chancellor –
 - i. Has made default in performing any duty imposed on him/her by or under this Adhiniyam (Act) or
 - ii. Has acted in a manner prejudicial in the interest of the University, or
 - iii. Is incapable of managing the affairs of the University,
 - iv. The Chancellor may, notwithstanding the fact that the term of the office of Vice-Chancellor has not expired, by an order in writing stating the reason therein required the Vice-Chancellor to relinquish his/her office from such date as may be specified in the order.
 - n. No order under subsection (13) shall be passed unless the particulars of the ground on which such action is proposed to be taken are communicated to the Vice-Chancellor and he/she is given reasonable opportunity of showing cause against the proposed order.
 - o. As from the date specified in the order under subsection (13), the Vice-Chancellor shall be deemed to have relinquished the office of the Vice-Chancellor shall fall vacant.

B. POWERS AND FUNCTIONS:

- a. The Vice-Chancellor shall be the principal executive and academic officer of the University and shall exercise general superintendence and control over the affairs of the University and shall execute the decision of various authorities of the University.
- b. The Vice-Chancellor shall preside at the convocation of the University in the absence of the Visitor and the Chancellor.
- c. If in the opinion of the Vice-Chancellor it is necessary to take immediate action on any matter, for which powers are conferred on any other authority by or under this Adhiniyam (Act), he /she may take such action as he/she deems necessary, and shall at the earliest opportunity thereafter report his/her action to the Chancellor as well as to such officer or authority as would have in the ordinary course dealt with the matter.
- d. Provided that if in the opinion of the concerned officer or authority such action shall not have taken by the Vice-Chancellor, then such case shall be referred to the Chancellor, whose decision thereon shall be final.
- e. Provided further that where any such action taken by the Vice-Chancellor affects any person in the service of the University, such person shall be entitled to prefer, within three months from the date on which such action communicated to him/her, has appealed to the Governing body and the decision of the Governing Body shall be communicated to the person concerned within three months from the date of appeal.
- f. He shall be entitled to be present, with the right to speak, at any meeting of any other authority or body of the university, but shall not be entitled to vote there at, unless he is the Chairman or member of that authority or body.
- g. The Vice-Chancellor shall have the power to convene meetings of any of the authorities, bodies or committees as and when he considers it necessary so to do.
- h. The Vice-Chancellor shall ensure that directions issued by the Chancellor are strictly complied with or, as the case may be, implemented.
- i. It shall be the duty of the Vice-Chancellor to ensure that the directives of the State Government, if any, and the Provision of the Act, Statutes, Ordinances and Regulations are strictly observed and that the decisions of the authorities, bodies and committees which are not inconsistent with the Act, statutes, Ordinances or Regulations are properly implemented.
- j. The Vice-Chancellor shall be the appointing and disciplinary authority for the university teachers who are appointed on the recommendations of selection committee constituted for the said purpose.
- l. The Vice.—Chancellor shall be the appointing and disciplinary authority for officers of the University of the rank of Assistant Registrar and of the rank equivalent there to and above.
- m. As the Chairman of the authorities or bodies or committees of the university the Vice-Chancellor shall be empowered to suspend a member from the meeting of the authority, body or committee for persisting to obstruct or stall the proceedings or for indulging in behavior unbecoming of a member, and shall report the matter accordingly, to the Chancellor.
- n. The Vice-Chancellor shall place before the Board of Management a report of the work of the university periodically as provided under the Ordinances.

STATUTE 7 : APPOINTMENT, TERMS, CONDITIONS AND POWERS OF THE REGISTRAR

(1) The registrar will be a key officer of the University. All contracts shall be signed and all documents and records shall be authenticated by the Registrar on behalf of the University.

(2) The Registrar shall be a full time salaried officer of the University and shall discharge his duties under general superintendence and control of the Vice Chancellor.

(3) The appointment of the Registrar shall be made by the Governing Body on the recommendation of the expert committee constituted for the purpose. However, the first Registrar shall be appointed by the Sponsoring Body as per clause 18(1) of the Act. The subsequent Registrar, other than the first Registrar, shall be appointed by the Governing Body on the recommendation of the Expert Committee constituted for the purpose. The Expert Committee shall consist of:

- (I) Vice Chancellor - (Chairman)
- (II) Nominee of the Chancellor
- III) Two expert members approved by the Governing Body.
- (IV) One observer nominated by the chairman, Regulatory Commission.

Selection of Registrar :

The University will follow the following procedure for the selection of the Registrar :

- i. The University would invite applications for the post through the process of an advertisement in important News papers having wider circulation and on the web portal of the University.
- ii. A summary of the candidates applied for the post shall be prepared by the Committee consisting of three Professors of the University approved by the Governing Body for the purpose.
- iii. The date of meeting of the Selection Committee will be fixed and a notice to this effect shall be given atleast 15 days in advance.
- iv. The Selection Committee shall interview and adjudge the merit of each candidate and send its final recommendation to the Governing Body.
- v. If a suitable candidate is not found in the first advertisement subsequent advertisements shall be issued.

(4) When the Office of the Registrar falls vacant or when the Registrar is, by reason of illness or long absence due to any other reason, unable to perform his duties of the office, the duties of the office shall be performed by such person as the Chancellor may appoint for the purpose.

(5) If any time upon representation made or otherwise, and after making such inquiry as may be deemed necessary, the situation so warrants that the continuance of the Registrar is not in the interest of the University, the Vice - chancellor may request the Chancellor, in writing stating the reasons therein, for the removal of the Registrar. The Chancellor shall put up the matter for the consideration of the Governing Body whose decision shall be final :

Provided that before taking such action of the removal, the Registrar shall be given an opportunity of being heard.

(6) The Registrar shall receive pay and other allowances as decided by the Governing Body from time to time.

(7) The age of retirement of Registrar shall be sixty five years or as per the norms of regulatory bodies, if any.

(8) Duties of the Registrar shall include :

- (i) Maintaining the records, the common property and any such other property of the University as the Governing Body may decide.
- (ii) To conduct the official correspondence of the Governing Body, Board of Management, Academic Council and of any other committee. The Registrar shall be the Member - Secretary but he shall not have a right to vote.
- (iii) To issue notices conveying the dates of meeting of the university authorities to the members and to make necessary arrangements for the conduction of the meeting and also for other assigned duties by the Governing Body / Board of Management from time to time. He will render desired assistance.
- (iv) The Registrar shall provide the copies of the Agenda of the meeting of the Governing Body, Academic Council, Board of Management, and such other bodies which are formed under the direction of the Vice Chancellor, and shall record the minutes and send the same to the Vice Chancellor and Chancellor. He shall also make available all such papers, documents and information as the Visitor/Chancellors/Vice Chancellor may desire.
- (v) He shall discharge all such functions as assigned to him by the Chancellor/Vice Chancellor of the University.
- (vi) The registrar shall have powers to take disciplinary action against the non-teaching employees working in the University and can suspend them, even if inquiry pending, with the approval of the Vice Chancellor.
- (vii) An appeal can be made to the Chancellor against any order of the Registrar. The Chancellor will be the final authority to take decision on the appeal.

10. The Registrar may be writing under his hand addressed to the Chancellor, resign his office.

STATUTE 8 : APPOINTMENT, TERMS, CONDITIONS AND POWERS OF THE CHIEF FINANCE & ACCOUNTS OFFICER (CFAO)

- (1) The Chief Finance and Accounts Officer (CFAO) shall be a key officer of the University responsible for handling accounts and finances of the University.
- (2) The CFAO will be a full time salaried officer of the University and shall discharge his duties under general superintendence and control of the Vice Chancellor.
- (3) The appointment of the CFAO shall be made by the Chancellor on the recommendation of the committee constituted for the purpose.

The committee shall consists of :-

- (i) Vice Chancellor - Chairman
- (ii) Nominee of the Chancellor
- (iii) Two expert member approved by the Governing Body
- (iv) One observer nominated by the Chairman, Regulatory Commission

(4) Selection of CAFO

The University will follow the following procedure for the selection of the CAFO.

- i. The University would invite applications for the post through the process of an advertisement in important News papers having wider circulation and through Web portal of University.
- ii. A summary of the candidates applied for the post shall be prepared by the Committee consisting of three Professors of the University approved by the Governing Body for the purpose.
- iii. The date of meeting of the Selection Committee will be fixed and a notice to this effect shall be given at least 15 days in advance.
- iv. The Selection Committee shall interview and adjudge the merit of each candidate and send its final recommendation to the Governing Body.
- v. If a suitable candidate is not found in the first advertisement subsequent advertisements shall be issued.

(5) When the Office of the CFAO falls vacant or when the CFAO is, by reason of illness or long absence due to any other reason, unable to perform his duties of the office, the duties of the office shall be performed by such person as the Chancellor may appoint for the purpose.

(6) If at any time upon representation made or otherwise, and after making such inquiry as may be deemed necessary, the situation so warrants that the continuance of the CFAO is not in the interest of the University, the Vice-Chancellor may request the Chancellor, in writing stating the reasons therein for the removal of the CFAO

(7) The Services of the CFAO can be terminated by the Chancellor on the recommendation of the Vice Chancellor by giving him one month's notice or one month's salary in lieu of notice.

(8) The CFAO shall receive pay and other allowances as decided by the Governing Body from time to time.

(9) The age of retirement of CFAO shall be sixty five years.

(10) Duties of the CFAO shall include :

- i. The Chief Finance & Accounts Officer shall be responsible for managing the Accounts and Funds of the University, for maintaining the records properly, and for regularly getting them audited.
- ii. The Chief Finance & Accounts Officer shall supervise, control and regulate the working of Accounts and Finance of the University.
- iii. Maintaining the financial records and any such other finance related records of the University as the Governing Body may decide.
- iv. He shall discharge all such functions as assigned to him by the Chancellor/Vice Chancellor of the University.

STATUTE 9 : Governing Body

1. CONSTITUTION:

(a) The Governing Body of the G H Raisoni University shall consist of the following members, namely:

- (i) the Chancellor;
- (ii) the Vice-Chancellor;
- (iii) three eminent persons nominated by the Sponsoring Body out of whom at least one shall be an eminent educationist;

- (iv) three distinguished persons nominated by the Visitor out of a panel of six names submitted by the State Government;
- (v) one representative of the State Government not below the rank of Deputy Secretary.
- (b) The Chancellor shall be the Ex-officio chairman of the Governing Body.
- (c) The Registrar will be the Member Secretary of Governing Body.

3. TENURE:

The term of a nominated member of the Governing Body shall be three years and nominated members shall hold office for more than two consecutive terms.

4. POWERS

The Governing Body shall be the principal authority of the University and all movable and immovable properties of the university shall vest in the Governing Body and it shall have the following powers, namely:

- (a) The first Statutes of the University shall be made by the Governing Body and shall be submitted to the Regulatory Commission for approval.
- (b) To control functioning of the University by using all such powers as are provided by Act, The Adhiniyam and the Statutes, Ordinances or Regulations made thereunder;
- (c) To review the decision of other authorities of the University, in case they are not in conformity with the provisions of the Adhiniyam or the Statutes, Ordinances or Regulations made thereunder;
- (d) To approve the budget and annual report of the University;
- (e) To lay down the policies to be followed by the University;
- (f) To recommend to the Sponsoring Body the liquidation of the University, provided a situation arises when the functioning of the University is not possible; and
- (g) The Governing Body shall, in the interest of the University, have powers to constitute committee/s and nominate members thereto and decide on the terms of reference and other conditions of functions of the committee/s.
- (h) The Governing Body shall have the power to review, if necessary, the acts of other authorities of the University, save where such authorities have acted in accordance with the powers conferred upon these by the Adhiniyam, the Statutes and the Ordinances.
- (i) Such other powers as may be prescribed by the Statutes, as per the provision of the Act 2007 amended time to time.

FUNCTIONS: The Governing Body shall be:

- (a) the highest policy making body of the University and shall be responsible for the general supervision, direction and control of the work of the University so that the University fulfills its Mission.
- (b) shall exercise all powers under The Adhiniyam unless otherwise prohibited by the Statutes or Ordinances.
- (c) the final approving authority for all the University Statutes and Ordinances, It shall have the power to reject or send for reconsideration any Statutes or Ordinances received from the Vice-Chancellor, Board of Management. It shall also have the powers to review any Statutes or Ordinances and Regulations on its own.

- (d) may invite expert/s or person/s having special knowledge to obtain information or views on an academic matter of common or special interest to any or all the body and institutions of the University.
- (e) Subject to Act, the Statutes and the Ordinances, the Governing Body may take steps to dispose of matter referred to it by the Sponsoring Body.
- (f) May make policy, direction/ recommendation/s to any Authority of the University.
- (g) may receive complaints and decide on the matter and their disposal.
- (h) shall consider and, if necessary, take decision/pass resolution on the Annual Report of the University, including the financial accounts and estimates as submitted by the Board of Management.
- (i) shall direct, supervise and control the endowment fund' as also general fund account and have them audited as per the Adhiniyam.
- (j) shall periodically review the Broad decisions and programmes of the University and direct/suggest measures to improve and develop the University.
- (k) shall be the final authority to approve the recommendation of the Board for conferment of honorary degree and other distinctions and awards.
- (l) The Governing Body may order in writing, annul any order, notification, resolution or any proceedings of the University, which, in its opinion, are not in conformity with the provisions of the Adhiniyam, or the Statutes, Ordinances or Regulations:
- (m) Shall frame rules/regulations for the conduct of its business.

6. MEETINGS AND QUORUM:

- (a) A meeting of the Governing Body shall ordinarily be called three times in a calendar year.
- (b) Meeting of the Governing Body shall be called under the directions of the Chairperson and in his/her absence by a nominated member from the Chairperson.
- (c) The Chairperson may, on his/her own or on the directions of the Sponsoring Body, call a Special Meeting as and when required in the interest of the University.
- (d) Seven (7) clear days notice shall ordinarily be required for a meeting. The chairperson, may however at his discretion, dispense with this requirement in the interest of the University.
- (e) Five members of the Governing Body shall form the Quorum. Provided that, three members will form the quorum for an adjourned meeting.

7. VACANCIES:

- (a) Any member of the Governing Body may resign his/her office. The letter of resignation in writing shall be sent to the Chancellor. Such resignation shall take effect immediately on its acceptance and communication to the member concerned.
- (b) No member of the Governing Body, who is nominated to another Body in his/her capacity as a member of the Body, shall continue to be a member of that Body after his/her removal or the acceptance of his/her resignation.

- (c) A member of the Governing Body of the University shall automatically cease to be member on his being convicted by a Court of law for any offence including moral turpitude.
- (d) Vacancy of a Member arising by reason of death, resignation, and removal or otherwise shall be filled as soon as possible by the Sponsoring Body and the Member so nominated shall be a Member for the un-expired portion of the term.

STATUTE 10 : BOARD OF MANAGEMENT

1. CONSTITUTION:

There shall be a Board of Management of the University, duly constituted under Section 23(1) read with Section 23(3) of the Adhiniyam; It shall consist of the following:

- a) The Vice Chancellor, as ex officio Chairperson;
- b) Two representatives nominated by the Sponsoring Body;
- c) Two representatives nominated by the State Government;
- d) Two Principals/Senior most Professors of Constituent Institutions by rotation;
- e) Two Senior most Teachers of University by rotation.
- f) Registrar: Ex-Officio Member Secretary.

2. TENURE:

- (a) The Members of the Board of Management, except those who are ex-officio, shall hold office for a period of three (3) years from the date of their nomination.
- (b) The Chairperson of the Board of Management, whose decision in the matter shall be final, shall decide any dispute or question with regard to Membership or Tenure of a Member.
- (c) The Vice-Chancellor will be the ex-officio Chairperson of Board of Management.

3. POWERS AND FUNCTIONS:

The Board of Management:

- i. Shall be Principal Executive Body of the University and shall be responsible for the entire management, control and administration of the University.
- ii. The Statutes of the University, other than the first Statutes, shall be made by the Board of Management with the approval of the Governing Body.
- iii. Shall function under the policies laid down by the Governing Body and shall receive and respond to all directions from the Governing Body.
- iv. Shall ensure an integrated approach to key areas such as education policy, planning, resource mobilization and allocation, response to new opportunities, accountability and transparency of functioning in order to achieve the objectives set before the University in a democratic manner.
- v. In order to manage and administer, the functioning of the University in a smooth and efficient manner, the Board of Management shall have the powers to make Statutes, Ordinances and Regulations, either on its own or on the recommendation of any Authority or Officer of the University, subject to the conditions laid down in the Adhiniyam.
- vi. Shall be the appellate authority in case of any question or dispute between a student and an employee on the one hand and any Authority or Officer of the University or Head of an Affiliated College/Institution /Study Centre on the other.

- vii. Shall regulate the use of the common seal of the University.
- viii. Shall control and administer the properties and funds of the University, including, framing of annual financial statement and estimates, annual audit, control/reduce/enhance/transfer budget allocations, borrow or lend funds with the prior approval of the Governing Body, etc. and appoint authorised agents for the same, if deemed necessary.
- ix. Shall have the authority to enter into, carry out and cancel contracts on behalf of the University in the exercise or performance of the powers and duties assigned to it under the Adhiniyam or the Statutes and Ordinances.
- x. Shall have the power to create or designate Departments of the University or affiliated colleges or institutions as laid down by the Statutes/Ordinances.
- xi. The Board of Management may, on the recommendation of the Academic Council, institute any Professorship, Readership or Lectureship or any teaching post and may abolish it.
- xii. Shall direct the preparation of the Annual Report of the University, along with the audited accounts for the year and the extent of achievement of objectives of the University. Board shall have the power to include any other item in the Report. The Board shall put the Report before the Governing Body as stipulated by Regulations.
- xiii. Shall comply with such directions as may be received from the Chairperson of the Governing Body to hold a meeting and discuss matters as specified.
- xiv. To prescribe remunerations, emoluments, travelling and other allowances etc of examiners / invigilators and other employees appointed for examination related duties.
- xv. To ensure maintenance of proper accounts of the properties and funds of the University;
- xvi. To have financial accounts prepared together with audit report and annual report of the University and to place it before the Governing Body for its perusal, approval and directions.
- xvii. To prepare the annual/supplementary budget of the University and to place it before the Governing Body for its consideration and approval.
- xviii. To follow and monitor the budget for expenditure as approved by the Governing Body.
- xix. To recommend to Governing Body for creating the posts of other officers of the University.
- xx. To make regulations regarding administration and control of the institutes, hostels, libraries, laboratories, museums and other Institutions established or maintained by the University.
- xxi. To select a common seal for University and to provide for its custody and use;
- xxii. To arrange for the conduct/defend of litigation by or against the University.
- xxiii. To examine and recommend to Governing Body regarding the institute of fellowships, scholarships, studentships, exhibitions, medals and prizes on the recommendations of the Academic Council;
- xxiv. To recommend, confer honorary degree, medals and prizes on the recommendation of the Academic Council;
- xxv. To recommend, enact, amend or repeal Statutes;

- xxvi. To recommend, confer the title of Professor Emeritus on the recommendation of the Academic Council.
- xxvii. To exercise such other powers and perform such other duties as may be conferred or imposed upon it by the Adhiniyam, Statutes, Ordinances or the Regulations.

4. POWER TO PROPOSE AND RECOMMEND AMENDMENTS OR REPEAL STATUTES/ORDINANCES/REGULATIONS:

The Statutes shall be made, amended or repealed by the Board in the manner hereinafter provided.

- (a) The Board of Management may take up for consideration of the draft of a Statute either on its own motion or on a proposal made by the Academic Council, If the Academic Council does not propose the draft, the Board shall obtain the opinion of the Academic Council thereon before considering the same.
- (b) The Board of Management shall obtain the opinion of the Finance Committee in respect of such of the Statutes involving financial implications.
- (c) The Board of Management, if it thinks necessary, may also obtain the opinion of any Officer, Authority or body of the University with regard to the draft Statute before taking it up for consideration.
- (d) Every Statute as approved by the Board of Management shall be placed before the Governing Body for Submission to the Chairperson for assent with its specific recommendations.

The Board of Management in the manner hereinafter provided may make the Ordinances.

- (c) In making the Ordinances, the Board of Management shall consult,
 - i. The Boards of Studies concerned when such Ordinances affect the duties of examiners; and
 - ii. The Academic Council when such Ordinances affect the courses of study, conduct of and the standard of examinations or the conditions of residence of students.
- (d) The Board of Management shall not have power to amend the draft of any Ordinance proposed by the Academic Council but it may reject the proposal or return the draft to the Academic Council for reconsideration, either in whole or in part together with such amendments as the Board may suggest.
- (e) Where the Board of Management has rejected the draft of an Ordinance proposed by the Academic Council, the Academic Council may appeal to the Governing Body.
- (f) The Governing Body may, after obtaining the comments of the Board of Management either reject the appeal or approve the Ordinance as proposed by the Academic Council. Thereupon the Ordinance shall have effect as if made by the Board.
- (g) Every Ordinance once approved by the Board of Management shall be submitted to the Governing Body, within two weeks of making thereof for final approval. The Chancellor, may within four weeks of the receipt of Ordinance, approve the same, or return to the Board of Management along with the comments for review. The decision of the Chancellor shall be final.
- (h) The Board of Management may make Rules consistent with The Adhiniyam, the Statutes, the Ordinances and the Regulations. The rules may provide for:

- (i) Giving of notice of meeting to the members of each Authority or Board, of the dates of meeting and of the business to be transacted at the meetings and also for keeping a record of the proceedings of meetings;
- (ii) The procedure to be followed at meetings and the number of members required to form the quorum for meetings: and
- (iii) All matters solely concerning such Authority or Board and not provided for by the Adhiniyam, the Statutes, the Ordinances or the Regulations.
- (iv) Every Rule made under this section shall come into force on the date it is approved by the Board.

5. MEETINGS AND QUORUM:

- a) The Board of Management shall meet at least once in every two month. The Vice Chancellor may, in case of urgency, convene a special Meeting.
- b) The meeting shall be convened under the direction of the Vice Chancellor.
- c) Five members shall constitute the quorum.

6. VACANCIES:

- a) Any Member of the Board of Management may resign from his office. The letter of resignation in writing shall be sent to the Chairperson of the Board of Management. Such resignation shall take effect immediately on its acceptance and communication to the member concerned.
- b) No member of the Board of Management, who is nominated to another Body in his capacity as a member of the Board shall continue to be a member of that Body or hold the post after the acceptance of his/her resignation.
- c) A member of the Board of Management of the University shall automatically cease to be member on his being convicted by a Court of law for any offence including moral turpitude.
 - a. Vacancy of a member arising by reason of death, resignation, and removal or otherwise shall be filled as soon as feasible, and the member so nominated shall be a Member for the un-expired portion of the term.

STATUTE 11 : FORMATION, POWERS, DUTIES AND ACTIONS OF THE ACADEMIC COUNCIL

1. FORMATION :

The Academic Council shall be the principal academic body of the University and shall, subject to the provisions of this Act, Statutes, Ordinances and regulations, co-ordinate and exercise general supervision over its academic policies. The Academic Council shall consist of the following members:

- (a) Chairperson – Vice-Chancellor
- (b) Members –All Deans of Faculty and all Chairpersons of Board of Studies.
- (c) Nominated members – Two teachers above the cadre of Associate Professor / Reader from each constituent Institutions and to be nominated by the Vice-Chancellor for a term of Two years.
 - (i) Teacher can be re-nominated for second term continuously.

- (ii) Teacher cannot be re-nominated for continuous third term, however he/she will become eligible for nomination again after break of one term.
- (d) Controller of Examinations.
- (e) Member Secretary-Registrar.
- (f) One representative nominated by Chairman, Regulatory Commission.
- (g) Three members from among the Principals/Deans/Directors of constituent Institutions to be nominated by Vice-Chancellor in rotation.
- (h) External Members : Two members from other Universities to be nominated by the Vice-Chancellor.
- (i) Student Members: One Under-Graduate and one Post-Graduate Student from amongst the regular students of constituent institutions to be nominated by Vice-Chancellor.
- (j) Chancellor's Nominee : Two members to be nominated by the Chancellor Members who wish to resign the membership shall give in writing an application to the Registrar, who shall forward it with his/her remarks to the Vice-Chancellor for necessary action.

Member who remains absent for three consequent meetings without prior permission and valid reason, shall cease to be member of the Council.

Casual vacancies shall be filled for the remainder period of the term of Member.

Removal/Disqualification:

- (i) The person resigns from his/her post in University ceases to be member.
- (ii) On removal or dismissal from his/her post in University.
- (iii) Convicted for any offence including moral turpitude.
- (iv) Nominating Authority may remove a Member who is sick, insane and incapable of discharging duty in the Council.
- (v) Nominating Authority may remove a Member who is found guilty of misconduct, indiscipline and malpractice in the University, or outside.

4. CONDUCT:

- (a) The Vice-Chancellor, as the Chairperson, shall preside over the meetings of the Academic Council and in his/her absence, any other person nominated by the Chancellor shall preside over the meeting.
- (b) The Registrar shall be the Member-Secretary of the Academic Council and in the absence of the Registrar, any other person authorized by the Vice-Chancellor shall act as the Secretary.
- (c) One third of the members of the Academic Council including the Chairperson shall form the quorum at a meeting, provided that no quorum shall be necessary for adjourned meetings. Ordinarily fifteen days notice shall be given for all meetings of the Academic Council.
- (d) The term of the nominated members of the Academic Council will be three years.

5. GENERAL RULES OF THE MEETING OF ACADEMIC COUNCIL:

- (a) In general, the Academic Council shall meet twice a year (August & February). Vice-Chancellor can requisite the meeting as and when required in addition to regular meetings.
- (b) Academic Council shall meet on requisition of Vice Chancellor.
- (c) Registrar shall notify the meeting on the orders of Vice Chancellor.
- (d) Registrar shall send the notification along with the agenda to the members by speed post or by email, 15 days before the date of meeting.
- (e) Approval of the resolutions shall be by simple majority of the Members present.
- (f) Vice Chancellor is authorized to invite experts as and when required. However such invitee members shall neither be counted to fulfill quorum requirement, nor have voting powers.
- (g) All the decisions of the Academic Council are subject to the final approval of Board of Management of the University.
- (h) Validity of Council meetings: Proceedings of the Council meetings shall not be invalidated.
 - (i) due to vacancies in Academic Council.
 - (ii) due to non-receipt of meeting notice by any member or members.
 - (iii) Due to defective nomination of any member.

6. POWERS, DUTIES AND FUNCTIONS:

- (a) The Academic Council shall be the Principal Academic Body of the University and shall subject to the provisions of the TheAdhiniyam, Statutes, Ordinances and Regulations, exercise the control and general regulation for the maintenance of the standards of instructions, education and examinations of the University.
- (b) As the Authority of the University, shall be the principle body for laying down educational policy and shall subject to the Statutes, Ordinances and Regulations see to the coordination and general superintendence of its implementation.
- (c) To co-opt as members persons having special knowledge or experience in the subject matter of any particular business which may come before the Council for consideration. The members so co-opted shall have all the rights of the members of the Council in regard to the transaction of the business in relation to which they may be co-opted.
- (d) To promote research and innovation related activities in the University.
- (e) To make recommendations to the Governing Body on the proposals received from different faculties of the University, for the conferment of degrees, honorary degrees or any such other distinction (like Diplomas or Certificates) or honour of the University.
- (f) Emphasis shall be given for overall development of students to excel in the life not only as a professional but also as a responsible citizen.
- (g) Frame the rules and regulations to control the indiscipline in general and malpractices, unacceptable methods in the examinations or amend with the approval of Board of Management.
- (h) Approve the launching/commencing of new courses of studies.
- (i) Frame the Calendar of Events for the academic year for the various courses.

- (j) Approve the rules of conduct/behaviors and etiquette of the students in the Institutions, the Hostels and in and outside campus.
- (k) Discuss and decide on the matters put up by the respective Boards of Studies.
- (l) To arrange and order annual Inspections by the Local Committees of constituent Institutions to maintain high standards.
- (m) Prescribe the methodology, schemes, and modalities of Internal and University examinations including the internal ones.
- (n) Prescribe the detailed methodology, scheme and allotment of marks for individual subjects in all the courses.
- (o) Discuss and accord approval of schedules of examinations as proposed by the Controller of examinations.
- (p) Discuss and accord approval of methods of reporting malpractice cases, method of enquiry, and the punishments.
- (q) Discuss and decide on all the recommendations of various sub-committees appointed for the specific purposes.
- (r) Appoint various sub committees as and when required for specific purpose / task. The committees shall cease to function after completing the task assigned.
- (s) Constitute including formation of such committees as may be required to deal with special individual cases of indiscipline of employees, students. Indiscipline among the group, un-authorized absence, misbehaviour, misappropriation, and thefts will also be looked into by the Council.
- (t) To consider and act on the recommendations of such committees.
- (u) To take up the matters for periodical review of functioning and co-ordination between all the constituent Institutions and/departments and recommend to the Board of Management, the ways and means of improvement.
- (v) To initiate and promote research and related activities in various constituent Institutions and centres.
- (w) To consider other academic or student welfare matters referred to the Academic Council.
- (x) To recognize degrees/diplomas of other Universities/institutions and determine their equivalence.
- (y) To appoint committees for admission of students in different faculties of University.
- (z) To make special arrangements, if any, for the teaching of women students and for prescribing for them special courses of study.
- (aa) To recognize persons of eminence in their subjects to be associated as research guide, in the subject as prescribed in the Ordinance.
- (ab) Academic Council shall ensure that while framing rules, syllabus and curriculum norms of the Regulatory Body i.e. AICTE, MCI, DCI, Pharmacy Council, Indian Nursing Council & Bar Council etc. as laid down from time to time, are adhered to.

STATUTE 12 : FINANCE COMMITTEE

(i) CONSTITUTION:

There shall be a Finance Committee of the University consisting of the following members , namely:

- a. The Vice Chancellor – Chairperson
- b. The Director Finance – Vice Chairperson
- c. One Member to be nominated by the Chancellor preferably with Chartered Accountant background.
- d. One member to be nominated by Governing Body
- e. One Member to be nominated by board of Management from amongst its members.
- f. One Member to be nominated by the Academic Council from among its Members;
- g. The Registrar;
- h. Chief Finance & Accounts Officer, as Member Secretary;
- i. As per the provision of Act 2007 and as amended time to time.

(ii) TENURE:

The terms of office of nominated members, except the ex-officio members, shall be three years. Vacancies shall be filled up in the same manner as the original constitution. In absence of the ex officio Member, the person so assigned to discharge his/her duty shall be the Member and carry out the assigned duties.

(iii) POWERS AND FUNCTIONS:

The Finance Committee shall perform the following functions namely:

- (a) Shall vet the annual projections/estimates of income and expenditure including capital expenditure and their assumptions thereto of the university prepared by the board of management, it shall put up to the governing body for its consideration and approval, after incorporating its expert views.
- (b) Shall vet and analyze the annual financial statements and accounts of the university prepared by the Board of Management and its recommendation theron along with the annual budget, it shall put it up to the Governing Body for its consideration and approval.
- (c) Shall make its recommendations to the Governing Body to accept bequests, and donations of property to the university on such terms as deemed proper.
- (d) Shall recommend mechanism and ways and means to generate and enlarge resources of the university.
- (e) To conduct a scrutiny of accounts of the university, whenever called upon by the board of Management.
- (f) To review the concurrent and the yearly audit reports and make recommendations thereupon;
- (g) To scrutinize all proposals involving expenditure for which no provision is made in the budget or involving expenditure in excess of the amount in the budget including creation, up-gradation or abolition of posts considered superfluous in the university;
- (h) To prepare policy and procedure guidelines for purchase/procurements at the institutions.
- (i) Notwithstanding anything contained in the above sections, the vice chancellor with the approval of chancellor may in case of urgency and for reasons to be recorded in writing incur, without the approval of the Finance Committee, any expenditure, in any one case for which no provision is made in the budget or which is in excess of the provisions made in the budget;

Provided that, such expenditure shall be placed before the finance committee for ratification at its immediate next meeting.

Provided further that, if the incurring of expenditure by the Vice Chancellor is not satisfactory, the finance committee may refer it to the chairperson of the Governing Body, whose decision in the matter shall be final.

- (j) Shall consider any other matter referred to it by the Governing Body and make its recommendations thereon.
- (k) Shall advise the Governing Body on any question affecting the finances.
- (l) Shall be responsible for the observance of Regulations relating to the maintenance of accounts and accounting system of the University.
- (m) Where the votes on any subject considered by the Finance committee are equally divided, the Vice Chancellor shall have the casting vote.
- (n) It will go through Audited Financial Statements, analyze them and give a report to Board of Management and also scrutinize all irregularities and monitor their complete compliance/rectifications.
- (o) It is empowered to appoint any specific audit including stock audit.

(iv) MEETINGS & QUORUM:

- (a) The Finance committee shall meet at least once in three months.
- (b) Four members of the Finance Committee shall form the quorum.
- (c)

STATUTE 13 :CONSTITUTION OF THE STANDING COMMITTEE ON ACADEMIC AFFAIRS

—The Standing Committee on Academic Affairs of the University shall, in addition to the Vice-Chancellor consist of the following persons, namely

Class I Ex-Officio Members:—

- (1) The Director of Collegiate Education.
- (2) The Director of Technical Education.
- (3) The Director of Medical Education.
- (4) The Chairman of all Boards for Under-graduate and Post-Graduate courses of studies; and
- (5) The Deans of all faculties.

Class II-Other Members:-

— Two Members elected by different departmental Heads from among themselves in accordance with the system of proportional representation by means of the single transferable vote.

- (b) The Vice-Chancellor shall be the ex-officio Chairman of the Standing committee on Academic Affairs.
- (c) The Members of the Standing Committee on Academic Affairs, other than ex-officio members, shall hold office for a period of three years and such members shall be eligible for election for not more than another period of three years;

Provided that where a member is elected to the Standing Committee on Academic Affairs to a casual vacancy, the period of office held for not less than one year by any such member shall be construed as full period of three years for purpose of this clause:

Provided further that where an elected member of the Standing Committee on Academic Affairs is appointed temporarily to any of the offices by virtue of which he is entitled to be a member of the Standing Committee on Academic Affairs ex-officio, he shall, by notice in writing signed by him and communicated to the Vice-Chancellor within seven days from the date of his taking charge of his appointment choose whether he will continue to be a member of the Standing Committee on Academic Affairs by virtue of his election or whether he will vacate office as such member and become a member ex-officio by virtue of his appointment and the choice shall be conclusive. On failure to make such a choice, he shall be deemed to have vacated his office as an elected member.

- (d) The members of the Standing Committee on Academic Affairs shall not be entitled to receive any remuneration from the University except such Daily and Travelling allowances as may be prescribed:

Provided that nothing contained in this clause shall preclude any member from drawing the normal emoluments to which he is entitled by virtue of the office he holds.

- (e) A member of the Standing Committee on Academic Affairs, other than ex-officio member, may tender resignation of his membership at any time before the term of his office expires. Such resignation shall be conveyed to the Chancellor by a letter in writing by the member, and the resignation shall take effect from the date of its acceptance by the Chancellor.

3. POWERS AND DUTIES

(A) Powers of the Standing Committee on Academic Affairs — Subject to the provisions of the Act, the Standing Committee on Academic Affairs shall have the following powers, namely :—

- (a) to advise the Governing Body on all academic matters;
 - (b) to propose regulations regarding special courses of study or division of subjects in University or Departments of University;
 - (c) to propose regulations regarding courses of study, examinations and the conditions on which students of University Departments shall be admitted to examinations of the University;
 - (d) to advise the Governing Body regarding schemes for the constitution or reconstitution of departments of teaching and research;
 - (e) to advise the Governing Body on the promotion of research in University,
 - (f) to perform any other duty which the Governing Body may by resolution delegate or assign to it and generally to advise the Vice-Chancellor and Syndicate on such matter as may be referred to it.
- (B) The Standing Committee on Academic Affairs may propose to the Syndicate the draft of any statute to be passed by the Syndicate and such draft shall be considered by the Syndicate at its next meeting;

Provided that the Standing Committee on Academic Affairs shall not propose the draft of any statute or of any amendment to a statute relating to matters other than academic affairs.

- (C) The Governing Body may consider the draft proposed by the Standing Committee on Academic Affairs under sub-section (2) and may either pass the draft statute or reject or return with or without amendments to the Standing Committee on Academic Affairs for reconsideration.
- (D) Any member of the Governing Body may propose to the Governing Body the draft of a statute and the Governing Body may either accept or reject the draft, if it relates to a matter not falling within the purview of the Standing Committee on Academic Affairs.
- (E) In case such draft relates to a matter within the purview of the Standing Committee on Academic Affairs, the Syndicate shall refer it for consideration to the Standing Committee on Academic Affairs, which may, either report to the Syndicate that it does not approve the draft or submit the draft to the Syndicate in such form as the Standing Committee on Academic Affairs may approve and the Governing Body may either pass with or without amendment or reject the draft.
- (F) In making ordinances, the Governing Body shall consult the Boards of Studies when such ordinances affect the appointment and duties of examiners and the Standing Committee on Academic Affairs, and when they affect the conduct or standard of examinations, or the conditions of residence of students.
- (G) The Standing Committee on Academic Affairs may make regulations consistent with the Act, the statutes and the ordinance to carry out the duties assigned to it thereunder.

All such Statutes shall have effect from such date as the Standing Committee on Academic Affairs may direct, but every Statue so made shall be submitted as soon as may be to the Senate for its consideration at its next succeeding meeting.

4. MEETINGS AND PROCEEDINGS

— There shall be two ordinary meetings of the Standing Committee on Academic Affairs in a year on dates to be fixed by the Vice-Chancellor.

— The Registrar shall under the direction of the Vice-Chancellor, give not less than four week notice of the date of an ordinary meeting.

Special Meeting of the Standing Committee on Academic Affairs — The Vice-Chancellor may, whenever he thinks fit, convene a special meeting of the Standing Committee on Academic Affairs.

Chairman of the meeting — The Vice-Chancellor, if present, shall preside at all meetings of the Standing Committee on Academic Affairs, but if the Vice-Chancellor be not present, the members present shall elect a Chairman from among themselves.

Quorum — One-third of the members of the Standing Committee on Academic Affairs, whichever is less, shall be the quorum for a meeting of the Standing Committee on Academic Affairs.

STATUTE 14 : EXAMINATION COMMITTEE

(1) The Board of Examination of each Subject shall consist of the following members :

- (i) Head of the Department - Chairman.
- (ii) Two senior most teachers of the Department (other than the head of the department).

(2) Board of Examination committee shall recommend to the Controller of Examination the names of Examination Paper Setters, Moderator and Examiner of different subjects. Vice Chancellor will have the right to add or delete names in the proposed list.

STATUTE 15 FACULTIES / SCHOOLS

The University shall include the following faculties / schools:

- (i) School of Engineering and Technology
- (ii) School of Commerce and Management
- (iii) School of Science
- (iv) School of Arts including Fine Arts
- (v) School of Social Sciences
- (vi) School of Medicine including Pharmaceutical Science
- (vii) School of Law
- (viii) School of Home Science
- (ix) School of Natural Sciences including Agriculture Science
- (x) School of Education
- (xi) School of Architecture

Such other faculties / schools as may be approved by the Governing Body on the recommendation of the Academic Council shall be added from time to time.

(2) Each Faculty shall have such departments as may be assigned to it by the Academic Council.

STATUTE 16 : DEANS OF FACULTIES

There shall be a Dean for each Faculty / School. A Professor within the faculty shall, by rotation according to seniority, act as Dean of the Faculty for a period of three years or the same may be retained by the Vice – Chancellor.

Provided that :—

- (1) If there is no Professor, a Reader, by rotation according to seniority, shall act as Dean.
- (2) The Dean shall be the Chairman of the Faculty and shall be responsible for the observance of the Statutes, the Ordinance and the Regulations relating to the Faculty.
- (3) The Dean shall be responsible for overall supervision and control of the organization and the conduct of teaching and research work in the Departments comprised in the Faculty / school.
- (4) The dean shall exercise such other powers and perform such other functions and duties as may be assigned to him by the Governing Body or the Vice-Chancellor.
- (5) Professor or Reader shall have the option to resign the Deanship at any time during his tenure and also decline the offer of appointment in his turn as Dean of the Faculty.

STATUTE 17 : CONSTITUTION OF FACULTIES/ SCHOOLS

Each Faculty / School shall consist of the following members, namely:

- (1) The Dean of the Faculty / School who shall be the Chairman.
- (2) The Heads of Departments of Studies in the Faculty.
- (3) All Professors in the Faculty.
- (4) One Reader and one Lecturer, by rotation according to seniority, from each Department in Faculty.

STATUTE 18 :POWER OF THE FACULTIES

(1) The Faculty shall have such powers and shall perform such duties as given in the Ordinances and shall, from time to time, appoint such and so many Boards of Studies in different branches of knowledge as may be prescribed by the Ordinances.

(2) The Faculties shall also consider and make such recommendations to the Academic Council on any question pertaining to their respective spheres of work as may appear to them necessary or on any matter referred to them by the Academic Council.

STATUTE 19 : BOARD OF STUDIES

There shall be a Board of Studies for each Faculty / school. In each faculty, the Board of Studies will be constituted on the basis of number of university examinations or semesters. The Board of Studies will be comprising of :-

- (i) HOD and one representative each from the concerned subjects;
- (ii) Two members to be nominated and co-opted by the Department, from outside the University, from academia/Industries, after approval of Vice-Chancellor from a panel of Five persons.
- (iii) One of the member of the Board of Studies as decided by the member of the Board of Studies shall be the Chairman of the Board of Studies.
- (iv) The term of the Chairman shall be three years. The next Chairman shall be elected by the members of Board of Studies.
- (v) The term of the Co-opted members of the board of studies shall be three years.
- (vi) The Vice Chancellor can constitute a Board of Studies for the subjects to be started by the University as and when required.
- (vii) Detailed syllabus of the different courses of the department shall be prepared by the board of studies and be submitted to the Academic Council for its approval and publication.
- (viii) Contents of the syllabi shall be revised and updated by the Board of Studies from time to time and be submitted to the Academic Council for its approval.
- (ix) Board of Studies shall be arranged at least once a year.

STATUTE 20 : STUDENTS COUNCIL

(1) The students' council will mainly function as a forum for getting feedback on the students' issues and their welfare.

(2) The Vice-Chancellor shall appoint on the Students' Council one student from each Department/Faculty who should be a full time student in the University and had secured the first position in order of merit in the preceding Examination.

(3) The Vice Chancellor can also decide to involve other categories of students in the Students' Council depending upon the need of students participation for the benefit of the University. SC/ST and girls students will be given adequate representation in the Students' Council.

STATUTE 21 :APPOINTMENT OF TEACHERS OF THE UNIVERSITY

(1) For the teaching positions in the University namely the Professors, Readers, and Lecturers, the Board of Management may recommend to the Governing Body for filling up the vacancies available in different of the University.

(2) The Governing Body shall assess the recommendations of the Board of Management and approve filling up of teaching vacancies through an open advertisement and selection process from time to time.

(3) Teaching positions (Professors, Readers and Lecturers) shall be advertised in the national daily / News Papers of wide circulation clearly mentioning the essential qualifications and pay scale for each advertised post as per norms prescribed by the University Grant Commission (UGC) or any other Regulatory Body.

(4) An Screening Committee consisting of three members, appointed by the Vice-Chancellor shall screen all the applications and prepare a summary of all the candidates satisfying the essential qualifications and to be called for the interview. Also a list of candidates rejected and not to be called for the interview shall be made separately giving reasons for the rejection.

(5) Summary of all the screened applications shall be made available to the Selection committee at the time of interview.

(6) The Selection Committee shall consist of the following members;

- (i) The Vice-Chancellor - Chairman
- (ii) One observer, not connected with the University in any manner, to be nominated by the Chairman, Regulatory Commission.
- (iii) Three subject expert nominated by the Vice Chancellor from a panel of Five experts approved by the Chancellor.

(7) The Selection Committee shall recommend to the Governing Body the names, arranged in order of merit, if any, of the persons who it considers suitable for the posts.

Provided that no recommendation shall be made unless at least two subject experts and the Observer under clause (6) mentioned above, are present in the Selection Committee meeting.

(8) After the approval of Selection Committee's recommendation by the Governing Body, appointment letters will be issued by the Registrar.

(9) In addition to full-time teachers, the Board of Management / Vice Chancellor may also decide to engage teachers for a fixed period/ part time / contractual basis.

The terms and conditions (such as honorarium, TA/DA, conveyance charges etc) of such engagements will be decided by the Governing Body of the university, from time to time.

(10) Teachers already working (appointed by the sponsoring Body / Institute)

- (i) Teachers (Professor/Reader/Lecturer) who are already working and who are appointed on regular basis, following due procedure in the same institute/colleges, before its notification as university, shall be examined by the screening committee constituted as per the provisions of section (6) of this statute.
- (ii) After examining each case, as per the norms/qualification laid down by the UGC/any other relevant Regulatory body the committee as (i)above, shall observing the conditions mentioned in 7(1) of this statute, submit its recommendations to the Governing Body.
- (iii) The teachers found suitable for appointment in the university Teaching Department, as screened above, may be absorbed as the regular teachers of the university after approval of Governing Body.

STATUTE 22 : CATEGORIES OF THE NON-TEACHING EMPLOYEES

- (1) The following types of non-teaching employees will be employed by the University
 - (i) Permanent/Probationary employees
 - (ii) Contractual employees
 - (iii) Casual employees
- (2) Permanent employee means an employee who is appointed against a clear vacancy. The probationary period for such employees will be of two years.
- (3) Contractual employee means an employee who is appointed on contract for a specified period.
- (4) Casual Employee means an employee who is engaged on the basis of a Muster Roll.
- (5) The terms of service conditions of all the above types of employees and arbitration procedures shall be as prescribed by the Regulations.

STATUTE 23 : OTHER OFFICERS OF THE UNIVERSITY

- (1) The following shall be the other Officers of the University :
 - (i) Controller of Examinations :
 - (a) Controller of Examination will be an officer of the university and shall be appointed by the Vice Chancellor from amongst the Teachers of the University.
 - (b) When the office of the Controller of Examination is vacant or when the Controller of Examination is, by reason of illness or absence for any other cause, unable to perform the duties of the office, the duties of the office shall be performed by such person as the Vice Chancellor may appoint for the purpose.
 - (c) The Controller of Examination shall control the conduct of examinations and all other arrangements necessary therefore and execution of all processes connected therewith.
 - (ii) Librarian :

The Librarian shall be a full time salaried officer of the University, and his appointment will be made following the procedure as laid down in the Statute No.(21), through the clause (3) to (9) for the teachers.
 - (iii) Dean Student Welfare (DSW) :

The Dean Students Welfare shall be an officer of the University and shall be appointed by the Vice-Chancellor from amongst the Teachers of the University.

(2) The powers and responsibilities of the Controller of Examination, the Librarian and the Dean Student Welfare (DSW) shall be as specified in the Regulations.

STATUTE 24 :CONFERMENT OF HONORARY DEGREES AND ACADEMIC DISTINCTIONS

- (1) (i) Proposal for conferment of an Honorary Degree or Academic Distinction shall be made in writing through the Department by any Faculty Member and Head of the Department will forward it to the Vice Chancellor.
- (ii) On receipt of the proposal the Vice -Chancellor, on being satisfied that the proposal is in conformity with the provision of the Act, shall call a special meeting of the Board of Management to consider the proposal.
- (iii) At such special meeting of the Board of Management the Vice-Chancellor shall call upon the members to indicate their opinion on the proposal by a secret ballot. No speeches or comments shall be permitted on the proposal at such meeting.

(iv) The Vice-Chancellor shall ascertain from scrutiny of the ballot papers, if the proposal has the requisite support. If the Vice-Chancellor finds that the proposal has the requisite support of the members, he shall declare that the proposal shall be submitted for approval to the next meeting of the Governing Body.

(v) Every proposal for conferment of an Honorary Degree or Academic Distinction shall be separately made and considered in respect of a proposed recipient.

(2) (i) Any such proposal submitted for approval of the Governing Body shall be decided by a secret ballot of the members of the Governing body present and voting at the meeting.

(ii) No member of the Governing Body shall be permitted to discuss, comment or make any speech in respect of the proposal at such meeting.

(iii) The Vice Chancellor shall scrutinise the ballot papers in respect of the proposal with the help of tellers if necessary.

(iv) On scrutiny, if the proposal is found to have the requisite support the proposal shall be declared to be carried . In the absence of the requisite support the proposal shall be declared to be dropped.

STATUTE 25 : PROVISION REGARDING FEE TO BE CHARGED FROM THE STUDENTS

All the courses in the University will be run on self finance mode. The following types of fees may be charged from the students;

I. Prospector/ Registration form

II. Admission fees (Where applicable)

III. Tuition fees for the course

IV. Examination fees

V. Library fees

VI. Development/amalgamated fund

VII. Laboratory fees

VIII. Caution money

The University can introduce other heads of fees from time to time.

(2) In addition, fees for duplicate mark sheets, revaluation, issuance of degree and such others examinations or result related fee may be charged from the students, as prescribed by the ordinance.

(3) The components of fee may vary from course to course and shall be decided by the board of management for each course.

(4) The fees for the courses which need approval of the regulatory bodies like NICTE/ NCTE/ MCI etc; shall be in conformity with those proposed by the concerned Regulatory Bodies.

(5) The fee structure of various courses and provision of exemption from tuition fee will be decided by the board of management from time to time and will be made available to the students along with the prospectus for the concerning session.

(6) The tuition fees for the various courses will be defined in their respective ordinances.

STATUTE 26: ADMINISTRATION OF ENDOWMENTS FOR THE AWARD OF FELLOWSHIPS, SCHOLARSHIPS, MEDALS AND PRIZES IN THE UNIVERSITY

(1) The Board of Management may accept donations for creation of endowment fund for the award of Fellowship, Scholarship, Stipend, Medals and Prizes of the recurring nature.

(2) The Board of Management shall administer all the endowments.

(3) The award shall be made out of the Annual Income accruing from the endowment. Any part of the income which is not so utilized shall be added to the endowment.

(4) (i) The Board of Management shall prescribe the conditions of depositing the endowment in a nationalized Bank.

(ii) The value of endowment necessary for instituting an award shall be prescribed by the Board of Management.

(5) No endowment shall be accepted in contravention of the award, and effect shall be given to the wishes of the donor as far as possible.

(6) In case any endowment is accepted by the Board of Management, the Board shall make a Regulation for it, giving such details as the name of the donor, name of endowment, initial value and the purpose of the endowment, etc.

(7) Approval of awardees of fellowships, scholarships, medals and prizes as per the specific regulation(s) / ordinance(s) belonging to the specific endowment will be given by the Board of Management.

STATUTE 27 : CONVOCATION

(1) A Convocation for the award of the Degrees, Diplomas and other Distinction of the University shall normally be held annually in the main campus of the University or at such other place as may be approved by the Governing Body.

(2) The Academic Council shall frame Regulations relating to the format of the Degree, Diploma documents, Certificates and citations, their text, issuance of these documents in absentia, duplicate degree and procedure for holding Convocations.

(3) The Visitor and in his absence the chancellor shall preside over the convocation function of the University. In the absence of both, the Vice Chancellor shall preside over the convocation function.

STATUTE 28 : ADMISSION OF STUDENTS

1. Admissions:—

(a) Admission in the university shall be made strictly on the basis of the merit;

(b) Merit for admission in the university may be determined—

(i) either on the basis of marks or grade obtained in the qualifying examination and achievement in co-curricular and extra-curricular activities

(ii) on the basis of marks or grade obtained in entrance test conducted

(a) By constituent institutions/University or

(b) By any competent/designated agency or

(c) By different State/National/Professional bodies.

- (d) By an association of colleges/university conducting similar courses or
- (e) By any agency of state /statutory body of Government of India, such as MCI/DCI/INC/BCI/ PCI/NBE or AICTE and/or
- (iii) on the basis of group discussion/counseling/interview.

Provided that admission in professional and technical courses shall be made only on the basis of entrance test. The university may conduct its own entrance test or utilize the list of result examination/test conducted by different State/National/Professional bodies, recognized by Govt. of India / UGC/ State Govt.

3. Admission Committee

The admission in the constituent institutions/school of studies/deptts. will be made by respective heads of institutions duly assisted by the admission committee strictly in accordance with the norms of the applicable Statutory bodies and Authorities and as amended from time to time.

1. Reservation of seats:-

Seats for admission in the university for the students belonging to scheduled castes, scheduled tribes, other backward classes, women, handicapped students, children of defence personnel and other specified categories shall be reserved primarily as per the policy of state government and as prescribed in the Act 2007 and as amended from time to time.

1. ANNUAL REPORT

- (a) The Annual report of the University shall be finalised by the Board of Management which shall include among other matters, the steps taken by the University towards the fulfillment of the objectives.
- (b) The annual report of the University shall cover the period from the 1st of July to the 30th of June following and shall be presented before the Board of Management at its annual meeting held after the expiry of the said period.
- (c) The annual report shall envisage the future expansion of university keeping in view that focus should continue to be in the areas of continuous learning, sharing of knowledge, also invest in building a highly technical and capable resource pool of skilled and professional talent.

2. Copies of the Annual report of the university shall be circulated amongst the members of the Board of Management on or before the 31st of December, immediately following the expiry of the period to which it relates or at least fifteen days before the date on which the annual meeting of the board of Management, after the expiry of the said period is held, whichever is earlier.

3. The Board of management shall, there after send a copy of the annual report to the member secretary and shall ensure that the same is placed before the meeting of Governing Body for approval.

4. The annual report after the approval by governing Body will be submitted to the sponsoring body.

6. A copy of Annual report will also be presented to visitor and regulatory commission.

7. As per the provisions of Act, 2007.

STATUTE 29 : RESIGNATION

Any resignation rendered by any employee shall be processed as per the Regulations prescribed for the purpose.

STATUTE 30 : ACTION AGAINST TEACHERS

Where there is an allegation of misconduct against a teacher, the Vice Chancellor shall constitute a fact finding Committee and if necessary, based on the fact finding committee recommendations, may institute an inquiry committee for the purpose.

- (1) Based on the inquiry committee report, the Vice Chancellor may decide course of action including suspension depending on the severity of the misconduct. However, for taking actions to the extent of termination of the teacher concerned, the Vice Chancellor shall report the matter to Governing Body whose decision will be final.
- (2) An appeal against any action can be made to the Chancellor within 30 days from the date of receiving of the communication of such order.

STATUTE 31 : ACTION AGAINST NON-TEACHING EMPLOYEES

(1) Where there is an allegation of misconduct against a non-teaching employee, the Registrar shall constitute a fact finding Committee and if necessary, based on the fact finding Committee recommendations, may institute an inquiry committee for the purpose.

(2) Based on the inquiry committee report, the Registrar may decide course of action including suspension depending on the severity of the misconduct.

However, for taking actions to the extent of termination of the non-teaching employee concerned, the Registrar shall report the matter to the Vice Chancellor whose decision will be final.

(3) An appeal against any action can be made to the Chancellor within 30 days from the date of passing such order.

STATUTE 32 : APPOINTMENT OF EXAMINERS

1. In this Statute:

- (i) "Internal Examiner" means:
 - (a) In case of a theory paper, an examiner including a paper setter who is a teacher in a University Teaching Department/School of Studies/Department of the University.
 - (b) In case of practical and viva-voce examination an examiner who is a teacher in the institution whose candidates are being examined at the examination center.
- (ii) "External examiner" means an examiner other than an internal examiner.
- (iii) "Co-examiner" means an examiner in a written paper other than the paper-setter.

2. The office of the Registrar / Controller examination shall prepare for every subject an institution wise list of names of persons qualified for appointment as examiners. The list shall be in two parts, the first part containing the names of persons working as teachers in the University Teaching Departments/School of studies/Department of the University and the second part containing names of persons other than teachers of the University qualified for appointment as examiners, whose names shall be obtained by the Registrar's office from other Universities on its own initiative or under the direction of the chairman of the Board of Studies concerned.

3. The list shall contain, as far as possible, information relating to the persons included therein on the following points, namely:—

- (a) The academic qualifications and teaching experience at degree and post graduate levels.

(b) The field of specialization.

(c) The examination of the University and years in which they have acted as examiners in the past.

4. The list so prepared shall be made available to the Examination Committee concerned constituted together with names of persons appointed as Examiners in the University during the two preceding years: The Committee may add to the list the names and experience of persons qualified for appointment as examiners but not included therein,

5. The Registrar's/Controller of examination's office shall also give the Examination Committee the approximate number of candidates expected to appear at each examination and the list of centers of each practical/Viva-voce examination together with the estimated number of Candidates thereat.

6. The Examination Committee shall, in the light of the provisions of the following paragraph, Recommend :—

(i) A panel of three names for the appointment of the paper setter of each written paper.

(ii) A list of names of persons for appointment as co-examiners where necessary, the number of names included in the list being at least 50% percent in excess of the number to the appointment.

(iii) A list of names of persons for appointment as examiners in each practical/Viva-voce examination, the number of names included in the list being sufficient for the conduct of practical/Viva-voce examination at different center.

7. The Vice-Chancellor shall appoint paper setters, co-examiners, practical/Viva-voce examiners ordinarily from amongst persons recommended by the Examination Committee. He may, however, appoint a person whose name is not included in the list of names recommended by the Examination Committee if he is satisfied that the person in question possesses the minimum qualification and his appointment will not be contrary to the provisions of the following paragraph.

8. The qualifications of the paper setters and Co-examiners shall be as follows, namely

STATUTE 33 : THE PROCTORIAL BOARD

(Refer Section 25)

1. There shall be a Proctorial Board to maintain the discipline amongst the student of the University. It shall consist of the following members:

(i) A Professor nominated by Vice-Chancellor (Chairman)

(ii) The Chief Proctor (Convenor)

(iii) Additional Chief Proctor – 3 Gentleman and 2 Lady Professors

(iv) Dean Students Affairs.

(v) All Proctor (s)

(vi) All Wardens of the Hostels

(iv) One of the two students nominated by the Vice Chancellor from amongst the student members of the Board of Studies.

2. The Proctorial Board shall prepare a Code of Conduct to be followed by the students and shall place it

before the Board of Management for its approval.

3. Any violation of the Code of Conduct or breach of any rule or regulation of the University by any student shall be record as indiscipline and shall make the student liable for disciplinary action against him/her.

4. The Chief Proctor and Proctors shall be appointed by the Vice Chancellor from amongst the teachers of the University, the number of Proctors shall be determined by the Vice-Chancellor depending upon the enrollment of the student in the University.

5. The Chief Proctor and Proctors so appointed by the Vice Chancellor for the period not exceeding three years.

Provided than Vice Chancellor may remove Chief Proctor or the Proctor before the completion of his/her tenure if he/ she fails to discharge the duties well or if his/her activities are prejudicial to the interest of the University.

6. The Power and duties of Chief Proctor :

- (i) The Chief Proctor shall get a Proctorial Form filled by students and keep it for the record in his/ her office.
- (ii) He/she Will issue Identity Card to each student under his/her seal and signature.
- (iii) He/She shall be authorised by the University to issue rail and air travel concession orders to the bonafide student of the university.
- (iv) He/she will place all the matters brought to his/her notice before the Proctorial Board on being approved by the ViceChancellor.

STATUTE 34 : PRO-VICE CHANCELLOR

[Refer Section 20(2)]

(1) Every, Pro Vice Chancellor shall be appointed by the Executive Council on the recommendation of the Vice-Chancellor on such terms and conditions as may be laid down in the Ordinances;

(2) Provided that where the recommendation of the Vice- Chancellor is not accepted by the Executive Council, the matter shall be referred to the Visitor who may either appoint the person recommended by the Vice-Chancellor or ask the Vice- Chancellor to recommend another person to the Executive Council;

(3) Provided further that the Executive Council may, on the recommendation of the Vice-Chancellor, appoint the Senior most Professor to discharge the duties of a Pro Vice Chancellor in addition to his own duties asa Professor.

(4) The term of office of a Pro Vice Chancellor shall be such as may be decided by the Executive Council but it shall not in any case exceed five years or until the expiration of the term of office of the Vice- Chancellor whichever is earlier and shall be eligible for reappointment:

(5) Provided that a Pro Vice Chancellor shall retire on attaining the age of 65 years.

(6) The emoluments and other terms and conditions of service of a Pro Vice Chancellor shall be such as may be prescribe by the Ordinances.

(7) A Pro Vice Chancellor shall assist the Vice-Chancellor in respect of such matters as may be specified by

the Vice-Chancellor in this behalf. He shall also exercise such powers and perform such duties as may be delegated to him by the Vice-Chancellor.

(8) Where the Vice-Chancellor is the Chairman of any body or committee of the University and he is absent for any reason whatsoever from any meeting of such body or committee, the Pro Vice Chancellor, and if there are two or more Pro Vice Chancellors, the senior-most Pro Vice Chancellor shall preside over such meeting.

(9) A Pro Vice Chancellor shall, on being authorised by the Vice-Chancellor in that behalf, be entitled to be present at and to address any meeting of any authority, body or committee of the University but shall not be entitled to vote thereat:

(10) Provided that if the Pro Vice Chancellor is a member of such authority, body or committee, such Pro Vice Chancellor shall have all the rights and privileges of a member thereof.

STATUTE 35 : DEAN STUDENTS WELFARE

1. The Dean Student Affairs officer of the university may be appointed for a period of two years by the Board of Management on the recommendation of Vice-Chancellor.

2. The Dean Student Affairs shall be a full time salaried officer.

3. The Qualifications, salary and mode of appointment shall be prescribed by the Board of Management of the university.

4. The Dean Student Affairs shall be governed by the service rules prescribed by the university for the employees of the University.

5. The Dean Student Affairs shall be Advisor cum Treasurer of the University Student Association and the Head of the information Bureau and Employment Bureau of the University.

6. The Dean Student Affairs shall if required by the board of management, Academic Council be present at any meeting of the authority concerned where matters relating to students welfare come up for consideration by the authorities.

7. Subject to the control of Vice Chancellor and Board of management, the Student Affairs shall:

- (i) make arrangement to ensure suitable lodging and boarding facilities to the students, who desire to live in hostel.
- (ii) arrange for employment of student in accordance with plans approved by the Vice Chancellor and the Board of Management
- (iii) assist the students in obtaining scholarships, studentships, etc. by furnishing them the information relation to these.
- (iv) communicate with the guardians of the students concerning the welfare of the students.
- (v) perform such other duties as may be assigned to him for time to time by the Vice Chancellor and the Board of management.